



Travis County Commissioners Court Agenda Request

Meeting Date: 02/25/2014, 9:00 AM, Voting Session

Prepared By/Phone Number: Victoria Ramirez, Planning and Budget, 854-6039

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive,
Planning and Budget

Commissioners Court Sponsor: Judge Samuel T. Biscoe

Review and approve requests regarding grant programs, applications, contracts and related special budgets, and permissions to continue:

- A. New grant application to the Office of the Governor, Criminal Justice Division to improve the Drug Diversion Court through enhanced training for current staff in the Pretrial Services Department;
- B. Annual application to the Office of the Governor, Criminal Justice Division to continue and enhance the Eagle Soars Educational and Career Development Program in the Juvenile Probation Department;
- C. Annual application to the Office of the Governor, Criminal Justice Division for the Drug Diversion Court in the Pretrial Services Department;
- D. Annual application to the Office of the Governor, Criminal Justice Division for the Adult Probation DWI Court in the Community Supervision and Corrections Department (CSCD);
- E. Annual application to the Office of the Governor, Criminal Justice Division for the Family Violence Accelerated Prosecution Program in the County Attorney's Office;
- F. Annual application to the Office of the Governor, Criminal Justice Division for the Family Drug Treatment Court program in the Civil Courts;
- G. Approve revised resolution to the Office of the Governor, Criminal Justice Division to implement a prostitution prevention program in the Criminal Justice Planning Department; and
- H. Contract amendment with the National Council on Crime and Delinquency to create a sustainable training and education program for compliance with Prison Rape Elimination Act (PREA) standards in the Juvenile Probation Department.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A is a new grant application to enhance an existing program by providing additional training for staff.

Items B, C, D, E, and F are applications for renewals of existing grant programs.

Item G is a revision to a resolution for a grant application previously approved by the Commissioners Court on December 3, 2013.

Item H is an amendment to extend the grant term of a contract previously approved by the Commissioners Court on April 30, 2013.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

Additional information is provided on the grant summary sheets.

FISCAL IMPACT AND SOURCE OF FUNDING:

Item E requires a grant match which is met through the allocation of existing departmental resources; no new funding is required.

All other items require no grant match.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office

Leslie Browder

County Judge's Office

David Salazar

TRAVIS COUNTY

2/25/2014

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE

FY 2014

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

Dept.	Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
A	142 State Drug Court Training Grant	09/01/14 - 08/31/15	\$197,000	\$0	\$0	\$0	\$197,000	0.00	R	MC	1
B	145 The Eagle Soars: An Educational and Career Development Program	09/01/14 - 08/31/15	\$75,822	\$0	\$0	\$0	\$75,822	0.00	R	MC	23
C	142 Drug Diversion Court	09/01/14 - 08/31/15	\$132,586	\$0	\$0	\$0	\$132,586	0.00	R	MC	43
D	139 Adult Probation DWI Court	09/01/14 - 08/31/15	\$242,175	\$0	\$0	\$0	\$242,175	4.00	R	MC	64
E	119 Family Violence Accelerated Prosecution Program	09/01/14 - 08/31/15	\$85,874	\$34,217	\$0	\$17,088	\$137,179	2.23	R	MC	84
F	122 Family Drug Treatment Court	09/01/14 - 08/31/15	\$142,657	\$0	\$0	\$0	\$142,657	0.00	R	MC	109
G	155 Prostitution Prevention Program- Planning Grant*	01/01/14 - 12/31/14	\$40,000	\$0	\$0	\$0	\$40,000	0.00	R	S	144
Contracts											
H	145 A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards*	04/01/13 - 09/30/14	\$100,000	\$0	\$0	\$0	\$100,000		R	MC	149

* Amended from original.

PBO Notes:

- R - PBO recommends approval
- NR - PBO does not recommend approval
- D - PBO recommends item be discussed
- S - Simple
- MC - Moderately Complex
- C - Complex
- EC - Extremely Complex

County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload

**FY 2014 Grant Summary Report
Grant Applications approved by Commissioners Court**

The following is a list of grants for which application has been submitted since October 1, 2013, and the notification of award has not yet been received.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
124	Formula Grant-Indigent Defense Program	10/1/13 - 09/30/14	\$442,000	\$0	\$0	\$0	\$442,000	0.00	10/15/2013
155	Prostitution Prevention Program-Planning Grant	01/01/14 - 08/31/14	\$30,000	\$0	\$0	\$0	\$30,000	0.00	10/22/2013
117	Southwest Travis County Historical Survey	10/01/13 - 09/30/15	\$8,500	\$0	\$7,500	\$1,000	\$17,000	0.00	11/12/2013
119	Underage Drinking Prevention grant	10/01/14 - 09/30/15	\$161,204	\$0	\$35,951	\$55,000	\$252,155	3.00	11/26/2013
155	Prostitution Prevention Program-Planning Grant*	01/01/14 - 12/31/14	\$40,000	\$0	\$0	\$0	\$40,000	0.00	12/3/2013
137	Bystander Intervention Conference	10/01/2013 - 12/31/2014	\$37,450	\$0	\$0	\$0	\$37,450	0.00	1/28/2014
145	Juvenile Accountability Block Grant: Local Assessment Center	09/01/2014 - 08/31/2015	\$47,903	\$5,323	\$0	\$0	\$53,226	0.00	1/28/2014
147	Emergency Management Performance Grant	10/01/2013 - 09/30/2014	\$69,699	\$69,699	\$0	\$0	\$139,398	0.00	1/28/2014
124	Travis County Veterans' Court	09/01/2014 - 08/31/2015	\$184,020	\$0	\$0	\$0	\$184,020	2.00	2/11/2014
124	Indigent Defense System Evaluation Project	10/01/2014 - 09/30/2015	\$122,813	\$0	\$0	\$0	\$122,813	1.00	2/11/2014
149	Keep America Beautiful Park Bin program	03/15/14 - 12/30/14	\$44,897	\$0	\$0	\$0	\$44,897	0.00	2/11/2014
145	Streamlining Assessment Practices to Improve Youth Substance Abuse Outcomes	09/01/2014 - 08/31/2015	\$82,123	\$0	\$0	\$0	\$82,123	0.00	2/18/2014
145	Enhancing Services for Victims of Crime	09/01/2014 - 08/31/2015	\$66,761	\$16,690	\$0	\$0	\$83,451	1.20	2/18/2014

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
145	Drug Court & In-Home Family Services	09/01/2014 - 08/31/2015	\$241,596	\$26,844	\$0	\$0	\$268,440	2.30	2/18/2014
145	Trauma Informed Assessment and Response Program	09/01/2014 - 08/31/2015	\$110,745	\$0	\$0	\$0	\$110,745	0.50	2/18/2014

*Amended from original agreement.

**FY 2014 Grant Summary Report
Grants Approved by Commissioners Court**

The following is a list of grants that have been received by Travis County since October 1, 2013.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
124	Travis County Veterans's Court	09/01/13 - 08/31/14	\$185,919	\$0	\$0	\$0	\$185,919	2.00	10/1/2013
137	2010 Byrne Justice Assistance Grant*	10/01/2009 - 03/31/14	\$114,285	\$0	\$0	\$0	\$114,285	0.00	10/1/2013
139	Travis County Adult Probation DWI Court/SAMHSA	09/30/13 - 09/29/14	\$101,270	\$0	\$0	\$0	\$101,270	1.30	10/1/2013
139	Travis County Adult Probation DWI Court/OOG	09/01/13 - 09/31/14	\$228,460	\$0	\$0	\$0	\$228,460	4.00	10/1/2013
142	Drug Diversion Court	09/01/13 - 08/31/14	\$132,585	\$0	\$0	\$0	\$132,585	0.00	10/1/2013
145	Drug Court and In-Home Family Services	09/01/13 - 08/31/14	\$162,000	\$18,007	\$0	\$0	\$180,007	0.20	10/8/2013
158	Parenting in Recovery II	09/30/13 - 09/29/14	\$481,000	\$259,000	\$0	\$0	\$740,000	2.00	10/8/2013
120	Electronic Transmission of Ballot Portal	09/30/14 - 12/31/18	\$19,950	\$0	\$0	\$0	\$19,950	0.00	10/8/2013
137	Vision Summit	01/01/13 - 10/31/13	\$78,147	\$0	\$0	\$0	\$78,147	0.00	10/8/2013
137	Child Abuse Victim Services Personnel	09/01/13 - 08/31/14	\$23,092	\$0	\$34,639	\$0	\$57,731	1.00	10/15/2013
147	Emergency Management Performance Grant	10/01/12 - 03/31/14	\$69,699	\$69,699	\$0	\$0	\$139,398	0.00	10/15/2013
147	Homeland Security Grant Program, State Homeland Security Program	09/01/13 - 01/31/15	\$9,500	\$0	\$0	\$0	\$9,500	0.00	10/15/2013
147	Homeland Security Grant Program, State Homeland Security Law Enforcement Terrorist Prevention Activities Program	09/01/13 - 01/31/15	\$22,500	\$0	\$0	\$0	\$22,500	0.00	10/15/2013
158	Title IV-E Child Welfare Services	10/01/13 - 09/30/14	\$20,508	\$67,430	\$0	\$0	\$87,938	0.60	10/15/2013
119	Family Violence Accelerated Prosecution Program	09/01/13 - 08/31/14	\$84,957	\$34,053	\$0	\$0	\$119,010	2.23	10/22/2013
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$137,388	\$0	\$0	\$0	\$137,388	1.00	10/22/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
145	Juvenile Drug Treatment Court-SAMHSA/CSAT	09/30/13 - 09/29/14	\$227,670	\$0	\$0	\$0	\$227,670	0.00	10/22/2013
145	Trauma Informed Assessment and Response program	09/01/13 - 08/31/14	\$154,132	\$0	\$0	\$0	\$154,132	0.50	10/29/2013
145	The Eagle Soars program	09/01/13 - 08/31/14	\$62,886	\$15,722	\$0	\$0	\$78,608	1.12	10/29/2013
145	Enhancing Services for Victims of Crime Program	09/01/13 - 08/31/14	\$104,222	\$0	\$0	\$0	\$104,222	0.00	10/29/2013
124	Indigent Defense System Evaluation Project*	09/01/12 - 08/31/14	\$230,318	\$0	\$0	\$0	\$230,318	1.00	11/5/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	09/01/11 - 08/31/16	\$578,449	\$99,779	\$0	\$0	\$678,228	11.00	11/5/2013
145	Residential Substance Abuse Treatment Program	10/01/13 - 09/30/14	\$142,933	\$47,644	\$0	\$0	\$190,577	1.67	11/19/2013
137	State Criminal Alien Assistance Program	07/11/11 - 06/30/12	\$483,085	\$0	\$0	\$0	\$483,085	0.00	11/26/2013
158	Comprehensive Energy Assistance Program Amendment #2*	01/01/13 - 12/31/13	\$2,898,329	\$0	\$0	\$0	\$2,898,329	6.00	11/26/2013
158	Coming of Age (DADS)	11/15/13 - 03/31/14	\$14,282	\$0	\$0	\$0	\$14,282	0.00	12/3/2013
137	K9s4COPS	11/22/13 - 09/30/14	\$12,000	\$0	\$0	\$0	\$12,000	0.00	12/10/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	07/01/14 - 07/31/15	\$44,000	\$0	\$0	\$0	\$44,000	0.00	12/10/2013
135	Accessible Parking Awareness Campaign	01/01/14 - 06/30/14	\$37,125	\$12,375	\$0	\$0	\$49,500	0.50	12/17/2013
157	NEH Preservation Assistance for Smaller Institutions	02/01/14 - 07/31/15	\$6,000	\$0	\$0	\$0	\$6,000	0.00	12/30/2013
124	Veterans Commission Grant	01/01/2014 - 12/31/2014	\$20,000	\$0	\$0	\$0	\$20,000	0.00	1/7/2014
158	2013 Phase 31 Emergency Food and Shelter Program	07/01/2013 - 05/31/2014	\$25,000	\$0	\$0	\$0	\$25,000	0.00	1/7/2014
137	TxDOT Impaired Driving Mobilization	01/13/2014 - 09/30/2014	\$20,100	\$7,033	\$0	\$0	\$27,133	0.00	1/28/2014
137	Edward Byrne Justice Assistane Grant	11/13/2013 - 09/30/2016	\$80,260	\$0	\$0	\$0	\$80,260	0.00	1/28/2014

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
149	Pace Bend Park -Tournament Point Boat Ramp*	09/30/2012 - 09/30/2015	\$111,075	\$0	\$37,025	\$0	\$148,100	0.00	1/28/2014
			\$7,123,126	\$630,742	\$71,664	\$0	\$7,825,532	36.12	

*Amended from original agreement.

FY 2014 Grants Summary Report

Permissions to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			Filled FTEs	PTC Expiration Date	Cm. Ct. PTC Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request				
158	AmeriCorps Grant Program	08/01/13 - 07/31/14	\$100,540	\$7,300	\$107,840	31.00	9/30/2013	7/30/2013	Yes
119	Family Violence Accelerated Prosecution Program	09/01/2013 - 08/31/2014	\$13,150	\$0	\$13,150	1.00	10/31/2013	8/27/2013	Yes
119	Other Victim Assistance Grant Program	09/01/2013 - 08/31/2014	\$9,286	\$0	\$9,286	1.00	10/31/2013	8/27/2013	Yes
122	Family Drug Treatment Court	09/01/2013 - 08/31/2014	\$5,422	\$0	\$5,422	1.00	9/30/2013	8/27/2013	Yes
124	Veterans' Court Program	09/01/2013 - 08/31/2014	\$13,801	\$0	\$13,801	2.00	10/31/2013	8/27/2013	Yes
137	Child Abuse Victim Services Personnel Program	09/01/2013 - 08/31/2014	\$8,852	\$0	\$8,852	1.00	10/31/2013	8/27/2013	Yes
142	Drug Diversion Court Program	09/01/2013 - 08/31/2014	\$10,376	\$0	\$10,376	1.00	10/31/2013	8/27/2013	No
145	Juvenile Accountability Block Grant Local Assessment Center Program	09/01/2013 - 08/31/2014	\$9,800	\$0	\$9,800	1.00	10/31/2013	8/27/2013	Yes
145	Trauma Informed Assessment and Response Program	09/01/2013 - 08/31/2014	\$5,966	\$0	\$5,966	0.50	10/31/2013	8/27/2013	Yes
145	Austin/Travis County Integral Care Community Partners for Children Coordinator	09/01/2013 - 08/31/2014	\$10,250	\$0	\$10,250	1.00	10/31/2013	8/27/2013	Yes
145	Texas Juvenile Justice Department Grants	09/01/2013 - 08/31/2014	\$405,477	\$0	\$405,477	72.00	10/31/2013	8/27/2013	Yes
139	Adult Probation DWI Court	09/01/13 - 08/31/14	\$52,519	\$0	\$52,519	4.00	11/30/2013	9/10/2013	Yes

FY 2014 Grants Summary Report

Permissions to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			Filled FTEs	PTC Expiration Date	Cm. Ct. PTC Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request				
124	Travis County Veterans' Court	09/01/13 - 08/31/14	\$13,801	\$0	\$13,801	2.00	10/31/2013	9/24/2013	Yes
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$5,566	\$0	\$5,566	1.00	10/31/2013	9/24/2013	Yes
145	Residential Substance Abuse Treatment Program	10/01/13 - 09/30/14	\$10,098	\$0	\$10,098	1.67	11/30/2013	9/24/2013	Yes
158	Parenting in Reovery II	09/30/13 - 09/29/14	\$22,909	\$0	\$22,909	1.00	12/31/2013	9/24/2013	Yes
158	Comprehensive Energy Assistance Program	01/01/2014 - 12/31/14	\$63,805	\$500,000	\$563,805	7.00	3/31/2014	12/10/2013	No
Totals			\$761,618	\$507,300	\$1,268,918	129.17			



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:

SAP #:

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	Pretrial Services - Drug Court #4220	
Contact Person/Title:	Rosie Ramon-Duran - Assistant Director	
Phone Number:	512-854-7601	

Grant Title:	State Drug Court Training		
Grant Period:	From: <input style="width: 100px;" type="text" value="09/01/2014"/>	To: <input style="width: 100px;" type="text" value="8/31/2015"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor, Criminal Justice Division		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Operating:	\$ 197,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 197,000.00
Capital Equipment:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Indirect Costs:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Totals:	\$ 197,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 197,000.00
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0.00	\$ 0.00	\$ 0.00	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	CS	
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ -	Applicable Departmental Measures				
1.	Number of agencies/departments requesting the training	N/A	N/A	N/A	1
2.	Number of individuals requesting training	N/A	N/A	N/A	200
3.					
+ -	Measures for the Grant				
1.	Number of agencies/departments receiving training	N/A	N/A	N/A	1
	Outcome Impact Description				
2.	Number of individuals receiving training	N/A	N/A	N/A	200
	Outcome Impact Description				
3.	Number of individuals who reported an increase in knowledge as a result of the training	N/A	N/A	N/A	200
	Outcome Impact Description				
4.	Number of individuals who reported an increase in skills as a result of the training	N/A	N/A	N/A	200
	Outcome Impact Description				

PBO Recommendation:

This is a new grant application to provide enhanced training for drug court team members. This is a one time funding opportunity with no match nor any continuing obligations to the County. PBO recommends approval of this application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The goal of the grant is to improve the planning and operation of Texas Drug Courts through increased specific interdisciplinary drug court training, as well as allowing drug court team members who would not be able to attend training in 2015 to receive top-notch training offered at the upcoming conference and to bring back knowledge learned to those non-attendees. This grant will allow an increase in the number of staff members who can gain additional training in the area of Drug Court at a reduced or no cost to the department.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The County is not obligated to maintain the expenditure level request in the grant.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

A County match is not required.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

No. Office of the Governor Justice Division supports all funding of this initiative.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Yes, this is a one time grant from the Office of the Governor of Justice Division.

6. If this is a new program, please provide information why the County should expand into this area.

This County should expand into this area to allow Travis County Drug Diversion Court to adhere to the 10 key component.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The program will affect the current operations by increasing staff members knowledge base in relationship to Drug Courts.

Agency Name: Travis County
Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460001922000

Application Eligibility Certify:
Created on:1/15/2014 9:13:33 AM By: Heather Morgan

Agency Name: Travis County
Grant/App: 2768601 Start Date: 9/1/2014 End Date: 8/31/2015

Project Title: State Drug Court Training
Status: Application Pending Submission

Profile Information

Applicant Agency Name: Travis County
Project Title: State Drug Court Training
Division or Unit to Administer the Project: Drug Diversion Court
Address Line 1: PO Box 2245
Address Line 2:
City/State/Zip: Austin Texas 78768-
Start Date: 9/1/2014
End Date: 8/31/2015

Regional Council of Governments(COG) within the Project's Impact Area: Non Profit
Headquarter County: Impact is Statewide - Nonprofits
Counties within Project's Impact Area: Impact is Statewide - Nonprofits

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: Sam.Biscoe@co.travis.tx.us
Address 1: PO Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9555 Other Phone:
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Rosie Ramon-Duran
Email: Rosie.Ramon-Duran@co.travis.tx.us
Address 1: PO Box 2245
Address 1:
City: Austin , Texas 78768
Phone: 512-854-4608 Other Phone:
Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Financial Official

User Name: Nicki Riley
Email: nicki.riley@co.travis.tx.us
Address 1: 700 Lavaca Street Suite 1200
Address 1:
City: Austin, Texas 78701
Phone: 512-854-9125 Other Phone:
Fax:
Title: Ms.
Salutation: Ms.

Grant Writer

User Name: Rosie Ramon-Duran
Email: Rosie.Ramon-Duran@co.travis.tx.us
Address 1: PO Box 2245
Address 1:
City: Austin , Texas 78768
Phone: 512-854-4608 Other Phone:
Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training

Status: Application Pending Submission

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide services to all others
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460001922000
Data Universal Numbering System (DUNS): 030908842

Agency Name: Travis County
Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training
Status: Application Pending Submission

Narrative Information

Primary Mission and Purpose

The State Criminal Justice Planning (421) Fund supports programs designed to reduce crime and improve the criminal or juvenile justice system.

Funding Levels

The anticipated funding levels for these programs are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

Program Requirements

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The

disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Specialty Court Program Requirements

Preferences

Preference will be given to:

1. mandated specialty courts under Texas Government Code, §123.006; and
2. non-mandated specialty courts operating in counties with a population of less than 200,000.

Specialty Court programs that provide court-supervised treatment as an alternative to traditional criminal sanctions, as defined in Chapter 121 of the Texas Government Code must incorporate the essential characteristics of the respective specialty court type established under Chapter 122, 123, 124, or 125 of the Texas Government Code in order to be eligible for funding.

Specialty Court Type

- Adult - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- Family - Programs serving parents who enter the specialty court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- Veterans - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.
- Mental Health - Programs serving individuals who are suspected by a law enforcement agency or court of having a mental illness or mental retardation.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Juvenile
- N/A

Will the specialty court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Essential Characteristics

Describe in detail below how your program meets each of the specified essential characteristics.

Adult Specialty Court Program (including DWI Courts and Reentry Courts)

Integration of Services - The integration between alcohol and other drug treatment services in the processing of cases in the judicial system.

Non-Adversarial Approach - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Prompt Placement - Early identification and prompt placement of eligible participants in the program

Access - Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.

Abstinence Monitoring - Monitoring of abstinence through weekly alcohol and other drug testing.

Compliance Strategy - A coordinated strategy to govern program responses to participants' compliance.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations.

Describe Below:

Family Specialty Court Program

Integration of Services - The integration of substance abuse treatment services in the processing of civil cases in the child welfare system with the goal of family reunification.

Comprehensive Case Management - Comprehensive case management approach involving Department of Family and Protective Services caseworkers, court-appointed case managers, and court-appointed special advocates to rehabilitate a parent who has a child removed from the parent's care by the department because of suspected child abuse or neglect and who is suspected of substance abuse.

Prompt Placement - Early identification and prompt placement of eligible parents who volunteer to participate in the program.

Assessment - Comprehensive substance abuse needs assessment and referral to an appropriate substance abuse treatment agency.

Treatment - A progressive treatment approach with specific requirements that a parent must meet to advance to the next phase of the program.

Abstinence Monitoring - Monitoring of abstinence through periodic alcohol or other drug testing.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations.

Describe Below:

Veterans Court Program

Integration of Services - The integration of services in the processing of cases in the judicial system.

Non-Adversarial Approach - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Prompt Placement - Early identification and prompt placement of eligible participants in the program

Access - Access to a continuum of alcohol, controlled substance, mental health, and other related treatment and rehabilitative services.

Treatment - Careful monitoring of treatment and services provided to program participants.

Compliance Strategy - A coordinated strategy to govern program responses to participants' compliance.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations, including the United States Department of Veterans Affairs.

Describe Below:

Mental Health Program

Integration of Services - The integration of mental illness treatment services and mental retardation services in the processing of cases in the judicial system.

Non-Adversarial Approach - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Prompt Placement - Early identification and prompt placement of eligible participants in the program

Access - Access to mental illness treatment services and mental retardation services.

Judicial Interaction - Ongoing judicial interaction with program participants.

Diversion to Services - Diversion of potentially mentally ill or mentally retarded defendants to needed services as an alternative to subjecting those defendants to the criminal justice system.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations, including local mental retardation authorities.

Describe Below:

General Approaches

- Pre-adjudication - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- Post-adjudication - The offender begins the specialty court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- Reentry - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- Civil - Participants enter the specialty court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this specialty court.

Select all that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation

The specialty court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one specialty court staffing session and hearing, in Texas, prior to program implementation.

Policies and Procedures

The specialty court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing

The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Program Notice

Unless the following provisions have already been met, pursuant to Section 121.002 (c) (1) of the Texas Government Code, the applicant will submit written notice of the program, any resolution or other official declaration under which the program was established, and a copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program to the Governor's Criminal Justice Division.

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) – Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

Jurisdiction

Provide the name of the court administering the Specialty Court program (*e.g., 999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court*). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

N/A

Specialty Court Date

If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

Presiding Judge

The presiding judge of a specialty court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over specialty court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Specialty Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

N/A

Specialty Court Coordinator

Enter the name, phone number and email address of the Specialty Court Coordinator. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Specialty Court Coordinator usually monitors the operation of the Specialty Court, supervises Specialty Court staff, participates in Specialty Court judicial staff meetings, prepares and oversees Specialty Court contracts with service providers, maintains data on Specialty Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Specialty Court.

N/A

Federal Funding

Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may de-obligate a portion of the funds awarded under this solicitation.

Has the specialty court ever applied for **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

Has the specialty court ever received **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift

Enter the Address for the Civil Rights Liaison:

700 Lavaca Suite 420 Austin, Texas 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854- 6044

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements for Juvenile Justice, Victim Assistance, Criminal Justice**, and (if applicable) **Specialty Court Program Requirements** to be eligible for funding under the State Criminal Justice (421) Fund Program Solicitations.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target. Enter your problem statement:

Texas Health and Safety Code Section 469.001 lists the ten key components of a Drug Court in Texas. The ninth of those components is "continuing interdisciplinary education to promote effective program planning, implementation and operations." There are over one hundred Drug Courts in Texas who, pursuant to Health and Safety Code Section 469.003, have notified the Criminal Justice Division of the Governor's Office of their planning or implementation. Each Drug Court in Texas is made up of an interdisciplinary team that generally consists of eight or more members, including the judge, prosecutor, defense attorney, court coordinator, probation officer, treatment provider, assessment provider and program director. In addition, most Drug Courts in Texas operate primarily upon grants from CJD and other fees, with most of those funds being delivered to direct client services.

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Due to the continued budget constraints, CJD has reduced travel and training from Texas Drug Courts' drug court grants for FY2014. Therefore, it is highly unlikely that the interdisciplinary team members will be able to attend training in the near future, which will violate one of the ten key components.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

Based upon the number of courts identified to CJD under Health and Safety Code Section 469.003 and the average number of team members on each team, it is estimated that there are over 800 drug court team members in need of training. A recent survey conducted by the Texas Association of Drug Court Professionals indicated that 94.1% of the respondents were interested in attending training in 2009. However, only 27.7% of the respondents indicated that they had funding to attend or send team members to training. In addition, the survey found that if funding were available to assist team members in attending the training, 94.6% would attend training personally or send additional team members from their drug court. It is clear by these numbers that a problem with access to training exists and that there is a need for funding to remedy that situation. In the January 2014 Criminal Justice Advisory Council Recommendations for Texas Specialty Courts report, the number of specialty courts each year continues to increase. The report states there are "144 active programs in 2013, of which, CJD funded 65 adult drug courts and 9 juvenile drug courts". With the decrease in training money for all programs, either funded through CJD or with local funds, the need for stipends to attend needed and required training is crucial.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

N/A

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The goals of this project are: 1. To improve the planning and operation of Texas Drug Courts through increased specific interdisciplinary drug court training. 2. To allow drug court team members who would not be able to attend training in 2015 to receive top-notch training offered at the upcoming conference. 3. To increase the number of drug court team members able to attend training in FY2015. 4. To increase Texas' Drug Court team members knowledge through sharing of training information with non-attendees. The objectives are as follows: 1. Issue a solicitation to all drug courts identified to CJD under Health and Safety Code 469.003 notifying them of their eligibility to send one or more team members to TADCP's Annual Training Conferences during FY2015. 2. Require Drug Court applicants to prioritize who they would like to receive the stipends. 3. Select at least three team members from each drug court to receive a stipend to attend TADCP's Annual Training Conference. 4. Select the remaining stipend recipients using a pre-determined scoring system that takes into account the amount of past training that has been received by the individual, the amount of time the individual has worked in the drug court and the financial need of the requesting court, ensuring geographic and discipline diversity among the recipients. 5. Award 200 stipends not to exceed \$985 each for conference attendees to the Texas Association of Drug Court Professionals Annual (TADCP) Annual Training Conference. 6. Provide increased knowledge of drug court practices to those individuals attending the conference identified above. 7. Exponentially increase knowledge of Texas drug court team members by requiring recipients of stipends to certify that they will share training information/knowledge with their team members and their county's drug courts upon their return.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

N/A

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

N/A

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

Texas Health and Safety Code Section 469.001 lists the ten key components of a drug court in Texas. The ninth of those components is "continuing interdisciplinary education to promote effective program planning, implementation and operations." There are over one hundred Drug Courts in Texas who, pursuant to Health and Safety Code Section 469.003, have notified the Criminal Justice Division of the Governor's Office of their planning or implementation. Each Drug Court in Texas is made up of an interdisciplinary team that generally consists of eight or more members, including the judge, prosecutor, defense attorney, court coordinator, probation officer, treatment provider, assessment provider and program director. In addition, most Drug Courts in Texas operate primarily upon grants from CJD and other fees, with most of those funds being delivered to direct client services. Due to the limited availability of funds, it is highly unlikely that the interdisciplinary team members will be able to seek training in the near future, which will violate one of the ten key components. Based upon the number of courts identified to CJD under Health and Safety Code Section 469.003 and the average number of team members on each team, it is estimated that there are over 800 drug court team members in need of training. A recent survey conducted by the Texas Association of Drug Court Professionals indicated that 94.1% of the respondents were interested in attending training in 2009. However, only 27.7% of the respondents indicated that they had funding to attend or send team members to training. In addition, the survey found that if funding were available to assist team members in attending the training, 94.6% would attend training personally or send additional team members from their drug court. It is clear by these numbers that a problem with access to training exists and that there is a need for funding to remedy that situation. If funded, this project would improve the planning and operation of Texas drug courts through increased specific interdisciplinary drug court training by allowing team members who would not otherwise be able to attend training to receive that information to share with the rest of the team upon their return. This would be accomplished by issuing a solicitation to all drug courts identified to CJD under Health and Safety Code 469.003 notifying them of their eligibility to send two or more team members to the TADCP's Annual Training Conference in 2015, having drug courts apply and prioritize their potential recipients, selecting at least two to three members from each drug court to receive a stipend to attend TADCP's Annual Training Conference, selecting the remaining recipients using a fair and balanced approach to ensure geographic and disciplinary diversity, and awarding 200 stipends not to exceed \$985 to TADCP's Annual Training Conference. In addition, recipients of the stipend would be required to certify that they will share training information/knowledge with their team members upon their return.

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training
Status: Application Pending Submission

Project Activities Information
Specialty Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants.

N/A

Provide the average caseload size for a full-time case manager/probation officer assigned to this project.

N/A

Provide your project's policy on drug testing participants.

N/A

Describe the process you will use to determine your project's effectiveness.

N/A

Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)

0

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)

N/A

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.).

N/A

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

0

Of the fees collected in your county, provide the amount that was directed to your project.

0

Describe how your project used those fees.

N/A

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Training	100.00	Provide Stipends for professionals participating in one of the 144 specialty courts to attend the annual training conference. Attendees may include judges, prosecutors, defense attorneys, court coordinators, community supervision officers, substance abuse/mental health counselors and others.

Geographic Area:

The geographic area affected by the project is statewide.

Target Audience:

The target group will be interdisciplinary team members from all Drug Courts statewide identified to the Governor's Office, Criminal Justice Division, under Texas Health and Safety Code Section 469.003.

Gender:

Male & Female

Ages:

N/A

Special Characteristics:

N/A

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training

Status: Application Pending Submission

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of agencies/department requesting the training	0	1
Number of individuals requesting training	0	200
Number of contract hours planned to support the training initiative	0	0
Number of contracting planned to support the training initiative	0	0
Number of pieces of equipment planned to purchase to support the training initiative	0	0

Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of agencies/departments receiving training	0	1
Number of individuals receiving training	0	200
Number of individuals who reported an increase in knowledge as a result of the training	0	200
Number of individuals who reported an increase in skills as a result of the training.	0	200

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training

Status: Application Pending Submission

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Supplies and Direct Operating Expenses	Presentation and/or Training Supplies	Training stipends for 200 attendees for the Texas Association of Drug Court Professionals Annual Conference (Location: Austin, Texas. Estimated travel expenses will include: travel (airfare/baggage/mileage), registration, meals and hotel.	\$197,000.00	\$0.00	\$0.00	\$0.00	\$197,000.00	0

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training

Status: Application Pending Submission

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Supplies and Direct Operating Expenses	\$197,000.00	\$0.00	\$0.00	\$0.00	\$197,000.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$197,000.00	\$0.00	\$0.00	\$0.00	\$197,000.00

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Klnd	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training

Status: Application Pending Submission

Agency Name: Travis County

Grant/App: 2768601 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: State Drug Court Training

Status: Application Pending Submission

Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

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Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2014

Enter the End Date [mm/dd/yyyy]:

9/30/2015

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

3306595

Enter the amount (\$) of State Grant Funds:

11886603

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

Yes

No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301; et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and

- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:



Travis County Drug Diversion Court
a division of Pretrial Services & Adult Probation Department
PO Box 1748 Austin, TX 78767
2201 Post Road So. Bldg. Austin, TX 78704
512-854-4646 & 512-854-4200
512-854-4643 Fax

Charles Robinson, Director
Rosie Ramon-Duran, Assistant Director
Sharon Caldwell-Hernandez, Program Administrator

Travis County Resolution
FY 15 State Drug Court Training Grant

WHEREAS, The Travis County Commissioners Court finds it in the best interest of the citizens of Travis County, that the Drug Diversion Court be operated during FY 15; and

WHEREAS, The Travis County Commissioners Court agrees that in the event of loss of misuse of the Criminal Justice Division funds, Travis County assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, Travis County Commissioners Court designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Travis County Commissioners Court approves submission of the grant application for the Drug Diversion Court to the Office of the Governor, Criminal Justice Division.

Signed by: _____
County Judge Samuel T. Biscoe

Passed and Approved this _____ (Day) of _____ (Month), _____ (Year)

Grant Application Number: 2768601



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:

SAP #:

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	512-854-7046	

Grant Title:	The Eagle Soars: An Educational and Career Development Program		
Grant Period:	From: <input type="text" value="Sep 1, 2014"/>	To: <input type="text" value="Aug 31, 2015"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor, Criminal Justice Division		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:	United States Department of Justice		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Operating:	\$ 74,335.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 74,335.00
Capital Equipment:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Indirect Costs:	\$ 1,487.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,487.00
Totals:	\$ 75,822.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 75,822.00
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0.00	\$ 0.00	\$ 0.00	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	CS	
County Attorney	<input checked="" type="checkbox"/>	BW	

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Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ -	Applicable Departmental Measures				
1.	Average length of stay in job training program (in days; all programs count as job training)	n/a	n/a	63	65
2.	Number of program materials developed	n/a	n/a	2	2
3.	Number of program youth served	n/a	n/a	102	105
+ -	Measures for the Grant				
1.	Number of program youth completing program requirements	n/a	n/a	87	90
Outcome Impact Description		Youth completing the program will have the skills necessary to apply for employment.			
2.	Number of program youth employed	n/a	n/a	15	15
Outcome Impact Description		Youth completing the program with the skills necessary to obtain employment.			
3.	Number of program youth exhibiting an increase in obtaining a GED	n/a	n/a	27	28
Outcome Impact Description		Once back in the community, youth are better conditioned to attend classes to complete the required courses.			
4.	Number of program youth who offend or reoffend (for those completing programming)	n/a	n/a	4	4
Outcome Impact Description		To increase community safety.			
5.	Number of program youth exhibiting an increase in job skills (successfully discharged)	n/a	n/a	87	90
Outcome Impact Description		To increase the likelihood of youth obtaining employment and a reduction of youth recidivating.			

PBO Recommendation:

The Juvenile Probation Department is requesting Commissioners Court approval of an application to the Office of the Governor, Criminal Justice Division, for a new vocational and life skills development program in the department. The Eagle Soars: An Educational and Career Development Program, is an enhancement of the Eagle Resources program that was operated by the Juvenile Probation Department from 2010-2013. The program will continue to help provide opportunities for juveniles that reside in the department's Intermediate Sanctions Center that are in the process of re-integrating back into the community.

The total grant amount is \$75,817, including a required indirect cost allotment of \$1,482. There are no long-term funding requirements for this grant.

PBO recommends approval of the application.

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1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The Eagle Soars: An Educational and Career Development Program is an enhancement of the Eagle Resources program that TCJPD ran from 2010-2013. The goal of this program is to provide education and career development opportunities to 13-19 year old juveniles who reside in our ISC to enable them to successfully reenter their communities. It fits into the current activities of the department because it is a continuation grant that builds off of a previously existing program.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

There are no long term County funding requirements of this grant.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no county match required.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

2% indirect costs are included.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

This program will not end upon termination of grant funding. TCJPD will request subsequent funding through Federal, State, and private resources. The County will have an opportunity in the future to invest in The Eagle Soars: An Educational and Career Development Program.

6. If this is a new program, please provide information why the County should expand into this area.

The County should consider expanding into this area through the enhancement of services because successful reentry is critical in order to improve employment prospects of youth and prevent recidivism.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The department intends to assess risks and needs of the youth and provide a wraparound of services to address their educational and vocational needs in order to foster successful re-integration back to the community. By doing this TCJPD will increase public safety and reduce recidivism.

The Commissioners' Court of Travis County approved the "Travis County Community Plan for Coordination of Criminal Justice and Related Activities FY 2012-FY 2015" on December 6, 2011. Over 15 local nonprofit organizations, school districts, and government agencies (including Travis County Juvenile Probation Department) participated in the planning process, which began in March 2011. This project directly addresses the plan's section on Juvenile Justice, Priority A, which states "Travis County is in need of intervention services for juvenile offenders, gang involved youth, and their families" through "implementing a service delivery system that should include providers who help enable smooth transitions to community and adult services, if necessary."

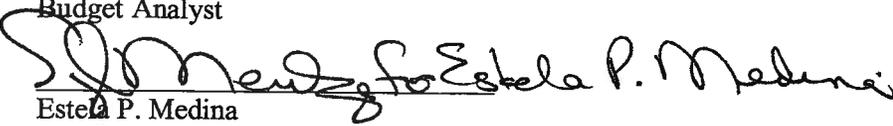


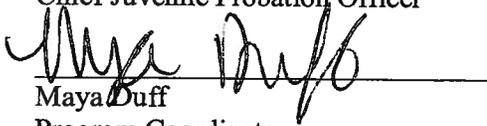
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

FROM: 
Estela P. Medina
Chief Juvenile Probation Officer

THROUGH: 
Maya Duff
Program Coordinator

SUBJECT: Grant Application to the Office of the Governor for Continuation of The Eagle Soars: An Educational and Career Development Program

DATE: February 12, 2014

Attached is Travis County Juvenile Probation Department's grant application to the Office of the Governor, Criminal Justice Division for continued funding to support a program entitled The Eagle Soars: An Educational and Career Development Program. \$75,822 is requested to provide educational and vocational opportunities for youth.

The goal of The Eagle Soars: An Educational and Career Development Program is to provide vocational and educational opportunities for youth. This program will prepare youth for successful reentry in the community, with success in both the long and short term. This will be the second year of this program.

Please review this item and place it on the **February 25, 2014** Commissioner's Court agenda for their consideration and action. Please contact Maya Duff at 4-7046 for further information.

Thank you in advance for your attention to this request.

CC: Jennifer Kraber
Jessie Mars
Lisa Eichelberger
Darryl Beatty
Jim Gobin
Sylvia Mendoza
Israël Ramirez
Grant File

Print This Page

Agency Name: Travis County
Grant/App: 2656602 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: The Eagle Soars: An Educational and Career Development Program
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460001922000

Application Eligibility Certify:

Created on:12/18/2013 9:55:48 AM By:Maya Duff

Profile Information

Applicant Agency Name: Travis County
Project Title: The Eagle Soars: An Educational and Career Development Program
Division or Unit to Administer the Project: Juvenile Probation Department
Address Line 1: 2515 South Congress Ave.
Address Line 2:
City/State/Zip: Austin Texas 78704-5594
Start Date: 9/1/2014
End Date: 8/31/2015

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments
Headquarter County: Travis
Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: sam.biscoe@co.travis.tx.us
Address 1: Post Office Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9555 Other Phone:
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Estela Medina
Email: estela.medina@co.travis.tx.us
Address 1: 2515 South Congress Avenue
Address 1:
City: Austin, Texas 78704
Phone: 512-854-7069 Other Phone:
Fax: 512-854-7097
Title: Ms.
Salutation: Chief

Financial Official

User Name: Nicki Riley
Email: nicki.riley@co.travis.tx.us
Address 1: 700 Lavaca Street Suite 1200
Address 1:
City: Austin, Texas 78701
Phone: 512-854-9125 Other Phone:
Fax:
Title: Ms.
Salutation: Ms.

Grant Writer

User Name: Maya Duff
Email: maya.duff@co.travis.tx.us
Address 1: 2515 South Congress Ave.
Address 1:
City: Austin, Texas 78704
Phone: 512-854-7046 Other Phone:

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Fax: 512-854-7093

Title: Ms.

Salutation: Ms.

Grant Vendor Information

Organization Type: County

Organization Option: applying to provide juvenile prevention and / or intervention services

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):
17460001922000

Data Universal Numbering System (DUNS): 030908842

Narrative Information

Primary Mission and Purpose

The purpose of this program is to support programs that prevent violence in and around schools and to improve the juvenile justice system and develop effective education, training, prevention, diversion, treatment, and rehabilitation programs in the area of juvenile delinquency.

Funding Levels

The anticipated funding levels for Juvenile Justice Programs are as follows:

- Minimum Award - \$5,000
- Maximum Award - None
- Matching Funds - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

Program Requirements

Preferences

Preference will be given to those applicants that demonstrate cost effective programs focused on proven or promising approaches to services provision.

Juvenile Justice Board Priorities

Juvenile justice projects or projects serving delinquent or at-risk youth will address at least one of the following priorities developed by the Governor's Juvenile Justice Advisory Board to be eligible for funding:

Diversion - Programs to divert at-risk juveniles from entering the juvenile justice system. At-risk juveniles are those having had documented discipline problems in the school system or contact with law enforcement or juvenile probation.

Job Training - Projects to enhance the employability of juveniles or prepare them for future employment. Such programs may include job readiness training, apprenticeships, and job referrals.

Professional Therapy and Counseling/Mental Health - Services include, but are not limited to, the development and/or enhancement of diagnostic, treatment, and prevention instruments; psychological and psychiatric evaluations; counseling services; and/or family support services.

If your program incorporates academically researched, peer reviewed, or evidence based practices, please provide any information that supports the program's approach:

Programs providing mental health services are strongly encouraged to utilize a multidisciplinary team to assist with planning and implementation of the program.

If your program is utilizing a multidisciplinary team, please provide the name and discipline(s) of each team member:

TCJPD uses a multidisciplinary team approach with all grants in regard to implementation. Members of the core grant management team are: Maya Duff (Grant Coordinator), Israel Ramirez (Financial Grant Manager), Rachael Druckhammer (Researcher), Pete Cortez (Information Technology), and Bobby Zhu (Application Development).

School Based Delinquency Prevention - Education programs and/or related services to prevent truancy, suspension, and expulsion. School safety programs may include support for school resource officers and law-related education.

Substance Abuse - Programs, research, or other initiatives to address the use and abuse of illegal and other prescription and nonprescription drugs and the use and abuse of alcohol. Programs include control, prevention, and treatment.

Training and Technology/Juvenile Justice System Improvement (for Statewide Projects Only) - Programs, research, and other initiatives to examine issues or improve practices, policies, or procedures on a system-wide basis (e.g., examining problems affecting decisions from arrest to disposition and detention to corrections).

Sustainability

Over the course of the past few years, funding for juvenile programs has experienced a substantial decline. For example, federal awards to Texas under the Juvenile Justice and Delinquency Prevention Act have decreased by 66% since 2010. CJD encourages applicants to consider alternative methods of sustaining grant funded services should future funding become unavailable.

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety as directed in the Texas Code of Criminal Procedure, Chapter 60. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift

Enter the Address for the Civil Rights Liaison:

Travis County Human Resources Management Department; 700 Lavaca St.; Suite 420; Austin, TX 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(512) 854-6044

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Juvenile Justice Program Local and Statewide Solicitations.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

Travis County Juvenile Probation Department (TCJPD) places a priority on preparing juveniles for reentry into the community upon release. Because many juveniles lack adequate life skills, education, and job training, they are at a risk of returning to criminal behavior upon release. In order to successfully reenter their communities, these juveniles need individualized training and services to meet their needs.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

In FY13, 213 juveniles were served in the Intermediate Sanctions Center (ISC) of Travis County Juvenile Probation Department (TCJPD). Juveniles in the ISC attended a GED program and a Job Training Program. 89 juveniles were served in job training programs and 41 juveniles were served in the GED program. 199 juveniles were discharged from the ISC in FY13. Of these, 88 were discharged from job training programs, with 93% (82 juveniles) successfully discharged. A majority of youth entering the facility do not have access to career and educational development programs; enhancing this area would greatly benefit youth involved with TCJPD.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The Commissioners' Court of Travis County approved the "Travis County Community Plan for Coordination of Criminal Justice and Related Activities FY 2012-FY 2015" on December 6, 2011. Over 15 local nonprofit organizations, school districts, and government agencies (including Travis County Juvenile Probation Department) participated in the planning process, which began in March 2011. This project directly addresses the plan's section on Juvenile Justice, Priority A, which states "Travis County is in need of intervention services for juvenile offenders, gang involved youth, and their families" through "implementing a service delivery system that should include providers who help enable smooth transitions to community and adult services, if necessary."

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The goal of this program is to prepare youth for successful reentry into the community. Objectives are: 1) to increase the employability of residents upon release into the community, 2) to develop the life skills of youth in the facility, and 3) provide education for youth to prepare them for successful reintegration. Through hands on experiences, training, and certifications, Travis County Juvenile Probation Department (TCJPD) anticipates that juveniles released from the facility will have a greater chance of successful reentry into the community.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

N/A

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

N/A; this program is on schedule with its goals and objectives.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

Juveniles that enter Travis County Juvenile Probation Department often lack adequate life skills, job training, and education to enable them to reenter their communities successfully; this presents a risk of returning to criminal behavior. In order to reduce the recidivism rate and enable youth to successfully reenter their communities, they must have opportunities to develop their life skills, receive job training, and advance in their education. The goal of this project is to prepare youth for successful reentry into their communities. In FY13, 213 juveniles were served in the Intermediate Sanctions Center (ISC) of Travis County Juvenile Probation Department (TCJPD). Juveniles in the ISC attended a GED program and a Job Training Program. 89 juveniles were served in job training programs and 41 juveniles were served in the GED program. 199 juveniles were discharged from the ISC in FY13. Of these, 88 were discharged from job training programs, with 93% (82 juveniles) successfully discharged. A majority of youth entering the facility do not have access to career and educational development programs; enhancing this area would greatly benefit youth involved with TCJPD. Through this project, TCJPD will offer a menu of services to address the variety of needs within its fluid population. To prepare youth academically, TCJPD will offer GED preparation and examinations for youth. Additionally, job training and certification courses will be taught to youth on-site; select youth will be able to travel off site for job training and certification courses as well. Austin Community College will be considered as the provider for these courses. TCJPD will provide on-site tutoring for youth as well, to ensure that all youth are able to succeed. TCJPD will offer onsite courses related to life skills development, from an organization such as Skillpoint, to prepare youth for reentry. Finally, TCJPD will select an instructor to lead job readiness training for youth. This training will include resume development, interview skills, and professional dress guidance, among other essential skills. If youth are released from TCJPD during the course of this project, they will still have access to some of these services, depending on availability and accessibility. The objectives of this project are: 1) to increase the employability of residents upon release into the community, 2) to develop the life skills of youth in the facility, and 3) to provide education for youth to prepare them for successful reintegration.

Project Activities Information

Reserved

This section left intentionally blank.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Job Training	100.00	On site job training will be provided through specific certification and job training courses and job readiness workshops. Additionally, GED preparation will enable youth to enhance their employability upon release. Finally, TCJPD will provide life skills training to youth to enable them to be successful in their communities.

Geographic Area:

Travis County, TX

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Target Audience:

Youth between the ages of 13-17 who are court ordered into the ISC post-adjudication facility and are re-integrating back into the community.

Gender:

male and female

Ages:

13-17 year old juveniles

Special Characteristics:

n/a

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Average length of stay in job training program (in days).	63	65
Number of program materials developed.	2	2
Number of program youth served.	102	105

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of program youth completing program requirements.	87	90
Number of program youth employed.	15	15
Number of program youth exhibiting an increase in obtaining a GED.	27	28
Number of program youth who offend or reoffend.	4	4
Number of program youth exhibiting an increase in job skills.	87	90

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
------------------------	--------------	--------------

Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

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Applications from local units of governments and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

Yes

No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The program coordinator will monitor contract compliance with all vendors used for professional services. Most program services will be provided on-site, but some youth will travel off-site for courses related to job-training. Program staff will closely monitor youths' progress and vendors' implementation of professional services. Both informal and formal monitoring tools will be used. Informal observations include walk-through data collection and feedback from staff and youth. Formal data collection and monitoring include attendance sign-in sheets for youth, formal observation of training in progress, and appropriate record-keeping of youth progress. Additionally, job/career development training will provide on-going evaluation and assessment of youths' progress and acquisition of job/career skills as well as a summative assessment of the overall program.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the Appropriate Response:

Yes

No

N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

Yes

No

N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2013

Enter the End Date [mm/dd/yyyy]:

9/30/2014

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

11886603

Enter the amount (\$) of State Grant Funds:

3306595

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

- Yes
 No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302 ; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
 Type II Entity
 Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements. Enter the debarment justification:

FFATA Certification

Certification of Recipient Highly Compensated Officers - The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- Yes
- No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- Yes
- No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

Fiscal Capability Information

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Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

- Yes
 No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- Yes
 No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
 No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
 No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
 No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
 No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
 No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

Yes
 No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

Yes
 No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

Yes
 No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	The indirect costs cover administrative expenses related to the program management which includes grant reporting requirements, financial reconciliation, etc. Travis County Juvenile Probation Department's actual indirect cost rate is 2% for grants.	\$1,487.00	\$0.00	\$0.00	\$0.00	\$1,487.00	0
Contractual and Professional Services	Curriculum Development and/or Implementation Services	ACC GED Exams - up to 30 youth at the most \$100 for testing, re-testing, language arts, math, etc.	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0
Contractual and Professional Services	Curriculum Development and/or Implementation Services	Safeway- Food Handler Certifications for 50 youth @ \$22 per student	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0
Contractual and Professional Services	Curriculum Development and/or Implementation Services	Texas DPS - Instruction Permit \$25/youth plus \$22/youth/ per exam. Total for 5 youths	\$235.00	\$0.00	\$0.00	\$0.00	\$235.00	0
Contractual and Professional Services	Curriculum Development and/or Implementation Services	Online drivers education instruction for students ages 16 - 17 whom qualify for program. These youths will be enrolled in a state approved courses in will receive valuable instruction on traffic safety, the rules of the road, and how to operate a vehicle before they actually start driving. Completion of the program will allow the students to pass the written exam for a drivers permit. 5 youths at \$250/youth	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00	0

Contractual and Professional Services	Educational Specialist and/or Teacher	Gateway Skillpoint - Youth will be given hours of instruction in the summer from the Skill Points Gateway program. This instruction will allow the youth to complete a program in construction or Culinary Arts. Course could last six to eight weeks. 4 youth @ \$3000 culinary program and 3 youth for the construction program @ \$2500	\$19,000.00	\$0.00	\$0.00	\$0.00	\$19,000.00	0
Contractual and Professional Services	Educational Specialist and/or Teacher	K-G Empowerment -Individualized instruction for up to 12 students/class ages 16 & 17 who have minimal credits in HS and/or not experiencing success in the traditional school setting.GED readiness course would run on a monthly basis.Classes are for 2hrs/day @ \$30/hr for 20 days/month	\$14,400.00	\$0.00	\$0.00	\$0.00	\$14,400.00	0
Contractual and Professional Services	Educational Specialist and/or Teacher	K-G Empowerment -Individualized instruction for up to 12 students/class ages 16 & 17 who have minimal credits in HS and/or not experiencing success in the traditional school setting. Job readiness course would run on a monthly basis. Classes are for 2hrs/day @ \$30/hr for 20 days/month	\$14,400.00	\$0.00	\$0.00	\$0.00	\$14,400.00	0
Contractual and Professional Services	Educational Specialist and/or Teacher	ACC Training & Development - Individualized instruction for up to 12 students/class in an Administrative Assistant 140hr Certificate Program. Successful completion will result in participants receiving ACC certificate of completion.	\$15,200.00	\$0.00	\$0.00	\$0.00	\$15,200.00	0
Equipment	Network and Server Software and/or Licenses	Requesting 10 microsoft software licenses and 5 computer monitors for GED testing setup.	\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,200.00	10
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Office Supplies - Material can include resume paper, preparing for interviews, job readiness, etc.	\$1,600.00	\$0.00	\$0.00	\$0.00	\$1,600.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Temporary Workers/Employment or Trainees H VISA's- Youth that are in this country are required to have proper documentation to work in this country. Fees of 190/H Visa application for 5 Youths	\$950.00	\$0.00	\$0.00	\$0.00	\$950.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

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Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$68,585.00	\$0.00	\$0.00	\$0.00	\$68,585.00
Equipment	\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,200.00
Indirect Costs	\$1,487.00	\$0.00	\$0.00	\$0.00	\$1,487.00
Supplies and Direct Operating Expenses	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$75,822.00	\$0.00	\$0.00	\$0.00	\$75,822.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** MayaDuff

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COMPREHENSIVE CERTIFICATION AND ASSURANCES

ASSURANCES

The applicant must assure and certify compliance with any and all applicable federal and state statutes, regulations, policies, guidelines and requirements, including, but not limited to, OMB Circulars No. A-21, A-110, A-122, A-87, A-133; Office of Justice Programs (OJP) Financial Regulations; Education Department General Administrative Regulations (EDGAR); E.O. 12372 Uniform Administrative Requirements for Grants and Cooperative Agreements — 28 CFR, Part 66, Common Rule; the Uniform Grant Management Standards (UGMS); and Title 1, Part 1, Chapter 3 of the Texas Administrative Code, that govern the application, acceptance and use of Federal and State funds for this project. In instances where multiple requirements apply to a grantee, the more restrictive requirement applies. Specifically, the following applicable requirements must be certified:

1. **LEGAL AUTHORITY** - It possesses legal authority to apply for the grant. A resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative, or their designee of the organization to act in connection with the application and to provide such additional information as may be required. State agencies are not required to adopt a resolution.
2. **DISPLACED PERSONS** - It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions (42 USC §§ 4601 - 4655) which provide for fair and equitable treatment of persons displaced as a result of Federal and federally assisted programs.
3. **POLITICAL ACTIVITY** - It will comply with provisions of Federal law which limit certain political activities of employees of State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC § 1501, et seq.)
4. **LABOR FAIR STANDARDS ACT** - It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 USC §§ 201 - 219) if applicable.
5. **CONFLICT OF INTEREST** - It will establish safeguards to prohibit employees from using their positions for a purpose that is, or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. **EXAMINATION OF RECORDS** - It will give the sponsoring agency, the Office of the Governor, or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. **COMPLIANCE WITH REQUIREMENTS** - It will comply with all requirements imposed by the Federal sponsoring agency, the Office of the Governor, or the Comptroller General, concerning special requirements of law, program requirements, and other administrative requirements.
8. **EPA VIOLATING FACILITIES** - It will insure that the facilities under its ownership, lease or supervision, which shall be utilized in the accomplishment of the project, are not listed in the Environmental Protection Agency's (EPAs) list of Violating Facilities, and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. **FLOOD INSURANCE** - It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act (50 USC § 4001), which states that, on or after March 2, 1975, communities must purchase flood insurance, where such insurance is available in those communities. This requirement is a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that had been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. **HISTORIC PRESERVATION** - It will assist the federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 (16 USC § 470), Executive Order 11593 (identification and protection of historic properties), Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469a-1, et seq.), by (a) consulting with the State Historic Preservation Officer (SHPO) on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. **NATIONAL ENVIRONMENTAL POLICY ACT** - It will assist the federal grantor agency in its compliance with the National Environmental Policy Act of 1969 (P.L. 91-190, 42 U.S.C. 4321-4347, January 1, 1970, 83 Stat. 852) as amended by P.L. 94-52, July 3, 1975, 89 Stat. 258, and P.L. 94-83, August 9, 1975, 89 Stat. 424), by (a) identifying if any of the following activities will be related to the use of grant funds: (1) new construction; (2) minor renovation or remodeling of a property either listed on or eligible for listing on the National Register of Historic Places or located within a 100-year flood plain; (3) a renovation, lease or any proposed use of a building or facility that will either result in a change in its basic prior use or significantly change its size; and (4) implementation of a new program involving the use of chemicals other than chemicals that are purchased as an incidental component of a funded activity and traditionally used, for example, in office, household, recreational, or education environments; and (b) by complying with the following conditions relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories: (1) provide medical screening of personnel assigned or to be assigned by the grantee to the seizure or closure of clandestine methamphetamine laboratories; (2) provide Occupational Safety and Health Administration (OSHA) required initial and refresher training for law enforcement officials and all other personnel assigned

- to either the seizure or closure of clandestine methamphetamine laboratories; (3) as determined by their specified duties, equip the personnel with OSHA required protective wear and other required safety equipment; (4) assign properly trained personnel to prepare a comprehensive contamination report on each seized/closed laboratory; (5) utilize qualified disposal personnel to remove all chemicals and associated glassware, equipment, and contaminated materials and wastes from the site(s) of each seized laboratory; (6) dispose of the chemicals, equipment, and contaminated materials and wastes at properly licensed disposal facilities or, when allowable, at properly licensed recycling facilities; (7) monitor the transport, disposal, and recycling components of subsections numbered (5) and (6), immediately above, in order to ensure proper compliance; (8) have in place and/or implement any required written agreements with the Texas Department of Protective and Regulatory Services regarding the safety of any minors located at the clandestine laboratory site, the Texas Commission for Environmental Quality, and other entities deemed necessary by the State Administrative Agency.
12. **COMPLIANCE WITH LAWS AND GUIDES** - It will comply, and assure the compliance of all its sub grantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
 13. **COMPLIANCE WITH CODE OF FEDERAL REGULATIONS** - It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/ Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
 14. **NONDISCRIMINATION** -
 - A. It will comply with all State and Federal statutes relating to nondiscrimination and ensure, in accordance with federal civil rights laws, that the subrecipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.
 - B. It will comply, and all its contractors will comply, with the nondiscrimination requirements which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 USC § 3789(d)); Victims of Crime Act (42 U.S.C. § 10604(e)); Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans With Disabilities Act (ADA) of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); and 28 CFR 38 (Equal Treatment for Faith-Based Organizations); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations) and Ex. Order 13559 (fundamental principles and policymaking criteria for partnerships with faith-based and neighborhood organizations).
 - C. In the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office of Justice Programs, Office for Civil Rights (OCR).
 - D. It will provide an Equal Employment Opportunity Plan (EEO) to OCR and to the Office of the Governor (OOG), if required to submit one; otherwise, it will provide a certification to the OCR and the OOG that it has a current EEO on file, if required to maintain one. For public grantee agencies receiving less than \$25,000, or public grantee agencies with fewer than 50 employees, regardless of the amount of the award, no EEO is required. Information about civil rights obligations of grantees can be found at <http://www.ojp.usdoj.gov/ocr>.
 15. **LIMITED ENGLISH PROFICIENCY**-It will comply with Ex. Order 13166 (Improving Access to Services for Persons with Limited English Proficiency) and resulting agency guidance which states that national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with the Omnibus Crime Control and Safe Streets Act of 1968 and Title VI of the Civil Rights Act of 1964, a recipient must take reasonable steps to ensure the LEP persons have meaningful access to its programs. Meaningful access may entail providing language assistance services, including oral interpretation and written translation, where necessary. In conducting its programs and activities, the recipient is encouraged to consider the language service needs of LEP persons whom it serves or encounters. Additional assistance and information regarding LEP obligations can be found at <http://www.lep.gov>.
 16. **COASTAL BARRIERS** - It will comply with the provisions of the Coastal Barrier Resources Act (16 USC § 3501, et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.
 17. **SUPPLANTING PROHIBITION** - It will use funds to supplement existing funds for program activities and may not replace (supplant) non-Federal funds that have been appropriated for the same purpose. The applicant understands that potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funds under this Program, suspension or debarment from Federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.
 18. **TAXES** - It will comply with all State and Federal laws and are solely responsible for filing all required State and Federal tax forms.
 19. **GRANT ADMINISTRATION** - It will maintain an appropriate grant administration system to ensure that all terms, conditions and specifications of the grant, including these standard assurances, are met.
 20. **PUBLIC INFORMATION** - It will ensure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, unless otherwise expressly prohibited by law.
 21. **CHILD SUPPORT PAYMENTS** - It will comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.
 22. **SUSPECTED CHILD ABUSE** - It will comply with Section 261.101 of the Texas Family Code, which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective

and Regulatory Services. Grantees shall also ensure that all program personnel are properly trained and aware of this requirement.

23. **RELATIVES** - It will comply with Texas Government Code, Chapter 573, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body, or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person, who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.
24. **OPEN MEETINGS** - If the applicant is a governmental entity, it will comply with Texas Government Code, Chapter 551, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law or specifically excluded in the Texas Constitution.
25. **HEALTH, HUMAN SERVICES, PUBLIC SAFETY OR LAW ENFORCEMENT AGENCY** - If the applicant is a health and human services agency or public safety or law enforcement agency, it will not contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.
26. **LAW ENFORCEMENT AGENCY** - If the applicant is a law enforcement agency regulated by Texas Government Code, Chapter 415, it will comply with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Texas Government Code, Chapter 415, or it must provide the Criminal Justice Division with a certification from the Texas Commission on Law Enforcement Officer Standards and Education stating that the agency is in the process of achieving compliance with such rules.

CERTIFICATIONS

1. **DRUG-FREE WORKPLACE** - The applicant certifies that it will provide a drug-free workplace by:
 - A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
 - B. Establish a drug-free awareness program to inform employees about:
 - i. the dangers of drug abuse in the workplace;
 - ii. the applicant's policy of maintaining a drug-free workplace;
 - iii. any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv. the penalties that may be imposed upon employees for drug abuse violations.
 - C. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
 - D. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - i. abide by the terms of the statement, and
 - ii. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction.
 - E. Notifying the agency within ten days after receiving notice under subparagraph (d) (ii) from an employee or otherwise receiving actual notice of such conviction.
 - F. Taking one of the following actions with respect to any employee who is so convicted:
 - i. taking appropriate personnel action against such an employee, up to and including termination; or
 - ii. requiring such employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
 - G. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of paragraphs (a), (b), (c), (d), (e), and (f).
2. **LOBBYING** - The applicant certifies that:
 - A. It will not use grant funds, either directly or indirectly, in support of the enactment, repeal, modification, or adoption of any law, regulation or policy, at any level of government, without the express prior approval of the Criminal Justice Division.
 - B. If any non-grant funds have been or will be used in support of the enactment, repeal, modification, or adoption of any law, regulation or policy, at any level of government, it will notify the Criminal Justice Division to obtain the appropriate disclosure form.
 - C. It will include the language of paragraphs A. and B. of this section in the award documents for all sub-awards at all tiers and will require all sub-recipients to certify accordingly.

RESOLUTION

WHEREAS, the Commissioners of Travis County find it in the best interest of the citizens of Travis County that The Eagle Soars: An Educational and Career Development Program be implemented; and

WHEREAS, the Commissioners of Travis County have agreed that in the event of loss or misuse of the Criminal Justice Division funds, all funds will be returned to the Criminal Justice Division in full.

WHEREAS, County Commissioners of Travis County designates the County Judge as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Commissioners of Travis County approve the submission of the grant application for The Eagle Soars: An Educational and Career Development Program to the Office of the Governor, Criminal Justice Division.

Signed by: _____

Travis County Judge

Passed and Approved this 25th day of February, 2014

Grant Application Number: **2656602**



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:

SAP #:

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Pretrial Services - Drug Court #4220	
Contact Person/Title:	Rosie Ramon-Duran, Assistant Director	
Phone Number:	512-854-7601	

Grant Title:	Drug Diversion Court		
Grant Period:	From: <input style="width: 100px;" type="text" value="9/1/2014"/>	To: <input style="width: 100px;" type="text" value="8/31/2015"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Office of the Governor - Criminal Justice Division		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 64,996.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 64,996.00
Operating:	\$ 64,990.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 64,990.00
Capital Equipment:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Indirect Costs:	\$ 2,599.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,599.72
Totals:	\$ 132,585.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 132,585.72
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0.00	\$ 0.00	\$ 0.00	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	CS	
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
Applicable Departmental Measures					
1.	# of people assessed for eligibility to participate in the program.	400	400	250	250
2.	# of new enrollments in the program.	200	200	84	84
3.	# of participants that have graduated from the program.	35	80	83	32
4.	# of participants employed or enrolled in school at time of drug court graduation (part time or full time).	108	N/A	79	29
5.	# of participants that earn a GED, high school diploma, or vocational training credential while in the program.	7	N/A	3	3
6.	# of participants in the program. ("Participants" should include the # in the program at the beginning of the reporting period plus the # of enrollments - example: total number served.)	433	N/A	203	150
Measures for the Grant					
1.	Provide intensive case management for African American participants.	35	35	35	35
Outcome Impact Description		On a monthly basis, at least 35 African American participant will receive treatment and counseling services while prosecution is deferred for their drug charge.			
2.	Provide intensive case management for dually diagnosed participants.	20	20	20	20
Outcome Impact Description		On a monthly basis at least 20 dually diagnosed participants will receive treatment and counseling services while prosecution is deferred for their drug charge.			
3.					
Outcome Impact Description					

PBO Recommendation:

This is a grant application to continue the Drug Diversion Court program managed by Pretrial Services. There is no grant match nor any continuing obligations to the County. PBO recommends approval of this application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The Criminal Justice Division (CJD) of the Governor's Office announced the availability of ongoing funds for eligible drug court programs. Eligible applicants are counties in Texas that have incorporated the ten essential characteristics as outlined in section 469.001 Health and Safety Code. This grant is available to jurisdictions to improve the delivery of services or to enhance the existing Drug Court Program with additional services that will allow the Travis County Drug Court to more fully meet the goals of the Drug Court Program.

The purpose of the grant is to enhance the resources available to the Travis County Drug Court by providing case management and treatment services to offenders to increase the likelihood of successful graduation, thereby reducing further criminal activity and reliance on the state correctional system, community supervision or local jails.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The County is not obligated to maintain the expenditure level requested in the grant.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

A County match is not required.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

Yes, this grant allows 2% indirect cost reimbursement.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No, the Drug Court program will not discontinue upon discontinuance of grant funding. If the grant is not awarded, the department may request to incorporate the grant funded FTE into the County Budget. If, however, funding for enhanced treatment and case management services is unavailable, the department would reduce the static capacity, which could create a waiting list for potential participants and discontinue services for specialized populations (or look for other funding sources).

6. If this is a new program, please provide information why the County should expand into this area.

The Travis County Drug Court program is not a new program. We are seeking to enhance services for the two specific target populations.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

This ongoing grant will allow the Drug Court program to continue to serve two specific populations in need of drug treatment services. A specialized population of up to 35 African American offenders will continue to receive intensive case management and treatment coordination services through the grant funded Chemical Dependency Counselor. Due to the need for specialized mental health services, 20 dually diagnosed individuals will continue to receive intensive case management services from Austin Travis County Integral Care (MHMR).

Agency Name: Travis County

Grant/App: 1604314 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: Drug Diversion Court

Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460001922000

Application Eligibility Certify:

Created on:12/16/2013 11:53:04 AM By:Rosie Ramon-Duran

Profile Information

Applicant Agency Name: Travis County
Project Title: Drug Diversion Court
Division or Unit to Administer the Project: Pretrial Services
Address Line 1: Post Office Box 2245
Address Line 2:
City/State/Zip: Austin Texas 78768-2245
Start Date: 9/1/2014
End Date: 8/31/2015

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments

Headquarter County: Travis

Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: Sam.Biscoe@co.travis.tx.us
Address 1: PO Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9555 Other Phone:
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Rosie Ramon-Duran
Email: Rosie.Ramon-Duran@co.travis.tx.us
Address 1: PO Box 2245
Address 1:
City: Austin , Texas 78768
Phone: 512-854-4608 Other Phone:
Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Financial Official

User Name: Nicki Riley
Email: nicki.riley@co.travis.tx.us
Address 1: 700 Lavaca Street Suite 1200
Address 1:
City: Austin, Texas 78701

Phone: 512-854-9125 Other Phone:

Fax:

Title: Ms.

Salutation: Ms.

Grant Writer

User Name: Rosie Ramon-Duran

Email: Rosie.Ramon-Duran@co.travis.tx.us

Address 1: PO Box 2245

Address 1:

City: Austin , Texas 78768

Phone: 512-854-4608 Other Phone:

Fax: 512-854-4606

Title: Ms.

Salutation: Ms.

Grant Vendor Information

Organization Type: County

Organization Option: applying to provide services to all others

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460001922000

Data Universal Numbering System (DUNS): 030908842

Narrative Information

Primary Mission and Purpose

The Specialty Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 121 of the Texas Government Code.

Funding Levels

The anticipated funding levels for the Specialty Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

Program Requirements

** The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.*

Preferences

Preference will be given to:

1. mandated drug courts under Texas Government Code, §123.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program

income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public (DPS) Safety as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Specialty Court Program Requirements

Specialty Court programs that provide court-supervised substance abuse treatment as an alternative to traditional criminal and civil sanctions, as defined in Chapter 121 of the Texas Government Code, must incorporate the essential characteristics of the respective specialty court type established under Chapter 122, 123, 124, or 125 of the Texas Government Code in order to be eligible for funding.

Specialty Court Type

- Adult - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- Family - Programs serving parents who enter the specialty court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- Veterans - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.
- Mental Health - Programs serving individuals who are suspected by a law enforcement agency or court of having a mental illness or mental retardation.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Mental Health
- N/A

Will the specialty court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Essential Characteristics

Describe in detail below how your program meets each of the specified essential characteristics:

Adult Specialty Court Program (including DWI Courts and Reentry Courts)

Integration of Services - The integration between alcohol and other drug treatment services in the processing of cases in the judicial system.

Non-Adversarial Approach – The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Prompt Placement - Early identification and prompt placement of eligible participants in the program

Access - Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.

Abstinence Monitoring - Monitoring of abstinence through weekly alcohol and other drug testing.

Compliance Strategy - A coordinated strategy to govern program responses to participants' compliance.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations.

Describe Below:

Integration of Services - The Travis County Drug Diversion Court provides an opportunity for defendants in the Travis County judicial system to access alcohol and other drug treatment services. Qualified participants in the program are given substance abuse assessments and are referred to appropriate residential and/or in house outpatient substance abuse treatment. The Travis County Drug Diversion Court has an integrated team, including: judges, prosecutors, defense attorneys, intake officers, case managers and counselors. Non-Adversarial Approach - The Travis County Drug Diversion Court employs a balanced, non-adversarial approach by including the prosecution and the defense counsel as part of the drug court team, along with the case managers, counselors and the judge, in pre-chambers meetings to discuss the participant's progress. All or a representative for each party is present in all court sessions. Prompt Placement - The Travis County Adult Drug Diversion Court provides early identification for eligible participants via the District Attorney's office through a process which screens potential candidates' criminal history. Initial identification occurs when a defendant is arrested for a felony drug related offense. Candidates are referred to the Intake Assessment Department of Travis County Adult Drug Diversion Court to determine offenders Risk Level and for a clinical assessment to ascertain their degree of chemical dependency. The RANT and GAIN-I Lite Assessment are validated and reliable tools that are administered for each applicant by a trained Department assessor. Placement into the Travis County Adult Drug Diversion Court follows the screening and assessment process and reviewing program requirements with the participant which is coordinated by the Travis County Adult Drug Diversion Court Coordinator. If they are approved for admission, the offender is accepted into Travis County Adult Diversion Court within one to two weeks. Offenders are placed in the Travis County Adult Diversion Court as a condition of personal bond and are ordered to participate in treatment as recommended by the Travis County Adult Diversion Court Team. Participants are required to begin the substance abuse treatment program within one week of admission to the Travis County Adult Diversion Court. Access - Participants in the Travis County Drug Diversion Court are given access to services based on an assessed level of care, including: outpatient individual and group treatment sessions, recovery activities, detoxification, residential treatment, mental health counseling, housing and employment assistance. Abstinence Monitoring - Abstinence is randomly monitored on a weekly basis through breathalyzers and urinalysis coordinated by the Travis County Adult Diversion Court Monitors. Comprehensive written procedures are in place for completing drug testing to include direct observation of urine sample collection, verifying temperature, and response to contested drug test results. All test results are entered into the Travis County Adult Diversion Court database system within 24 hours. The participant's positive test is addressed at the next weekly Travis County Adult Diversion Court session. Participants must maintain 90 days of sobriety in order to successfully graduate from the Travis County Adult Drug Diversion Court. Compliance Strategy - Members of the Travis County Drug Diversion Court Team work together to determine an effective, coordinated response to participants' compliance. There is a system of rewards and sanctions, and decisions about these rewards and sanctions are made by the full drug court team during pre-chambers meetings prior to court. Judicial Interaction - Participants have frequent contact with the judge in the Travis County Drug Diversion Court. They typically attend drug court sessions once a week in the beginning of the program, with court attendance reducing over time with compliant behavior to once per month. The judge speaks directly to participants during their court appearances, with positive reinforcement for those doing well and clear directions for those who are struggling. Evaluation - The Travis County Drug Diversion Court collects data electronically for participant tracking and uses this data for program reviews and planning. There have been several outside evaluations of the program in order to refine the system and track results. Education - The Travis County Drug Diversion Court is dedicated to providing education to team members on a regular basis. All new drug court staff members are trained on the drug court model before or soon after starting work. Training among Travis County Adult Drug Diversion Court Team members is ongoing. All Travis County Adult Drug Diversion Court Team members have attained a specific level of basic community correction and substance abuse treatment education and attend training specific or related to

Travis County Adult Diversion Court function and operations annually. Training for the local criminal justice system and substance abuse treatment is on-going for all Travis County Adult Diversion Court agency partners. Additionally, staff receives training on Motivational Interviewing, Rant Risk Level, GAIN -I Lite Assessment, URICA Stages of Change, and Roles of Team as it is related to Drug Court Members, development of supervision and treatment plans and responding to criminogenic need areas. For FY 2013, several team members attended the National Association of Drug Court Professionals (N.A.D.C.P) conference in Washington, DC. For FY 2014, five key staff will attend N.A.D.C.P. Partnerships - From its inception, the Travis County Drug Diversion Court model was based on the collaborative efforts of local criminal justice system and substance abuse treatment agencies working towards a common goal for individuals with substance abuse needs. The Travis County Drug Diversion Court has developed and maintained relationships with Austin Housing Authorities, ANEW Transitional Halfway Housing, Developmental Counseling, Outreach, Screening, Assessment and Referrals, and Goodwill all have provided services for participants in the community. Some of these services include employment assistance/job training, housing assistance and educational services. A Process Committee was developed to design and measure accountability of service delivery efforts. This partnership continues to meet every six weeks as needed to provide ongoing strategic planning in order to meet participant needs and to optimize court and community safety goals. Members of the Process Committee are the Judges, Prosecutors, Defense Counsel, Adult Diversion Court staff, and Pretrial Services staff. In the future, other community-based organizations may be contacted for involvement. Meetings have been held with the Defense attorneys and they are familiar with the program and its application referral process.

General Approaches

- Pre-adjudication - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- Post-adjudication - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- Reentry - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- Civil - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this drug court.

Select all that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation

The specialty court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one specialty court staffing session and hearing, in Texas, prior to program implementation.

Policies and Procedures

The specialty court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing

The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Program Notice

Unless the following provisions have already been met, pursuant to Section 121.002 (c) (1) of the Texas Government Code, the applicant will submit written notice of the program, any resolution or other official declaration under which the program was established, and a copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program to the Governor's Criminal Justice Division.

Jurisdiction

Provide the name of the court administering the Specialty Court program (*e.g., 999th Judicial District Court,*

Somewhere County Criminal Court, or City of Somewhere Municipal Court). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

N/A - Two State District Court Judges preside over the Drug Court which are the 299th and the 403rd District Criminal Courts.

Specialty Court Start Date

If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

8/1/1993

Presiding Judge

The presiding judge of a specialty court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over specialty court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Specialty Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

Honorable Brenda P. Kennedy 512-854-9808 brenda.kennedy@co.travis.tx.us Honorable Karen Sage 512-854-9442 karen.sage@co.travis.tx.us

Specialty Court Coordinator

Enter the name, phone number and email address of the Specialty Court Coordinator. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Specialty Court Coordinator usually monitors the operation of the Specialty Court, supervises Specialty Court staff, participates in Specialty Court judicial staff meetings, prepares and oversees Specialty Court contracts with service providers, maintains data on Specialty Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Specialty Court.

Sharon Caldwell-Hernandez 512-854-4646 sharon.caldwell@co.travis.tx.us

Federal Funding

Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the specialty court ever applied for **federal funding**?

Select the appropriate response:

Yes

No

N/A

Has the specialty court ever received **federal funding**?

Select the appropriate response:

Yes

No

N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

6/1/1993: Center for Substance Abuse Treatment - \$400,000.00; 5/1/1998: OJP Drug Court Enhancement - \$229,850.00; 6/1/1998: OJP Drug Court Enhancement Initiative - \$209,196.00; 10/1/2002: US Department of Justice LLEBG: \$70,000.00; The Travis County Drug Court Diversion Court has not applied for a federal grant in several years. The initiatives funded by the CJD Grant have been funded by the CJD Grant since their inception.

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) – Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift

Enter the Address for the Civil Rights Liaison:

700 Lavaca Suite 420 Austin, Texas 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854-6044

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Specialty Court Program Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

The Travis County Drug Diversion Court seeks to continue to provide specialized services for African American offenders. Historically, African Americans are the largest segment of the population arrested for felony drug charges in Travis County, Texas. Additionally, given the special needs of the dually diagnosed participants, these participants continue to need specialized intensive case management and treatment coordination services.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

According to the NAACP Criminal Justice FACT Sheet Report (2008), African Americans constituted nearly 1 million of the total 2.3 million incarcerated populations. African Americans are incarcerated at nearly six times the rate of whites. The report also cited about 14 million Whites and 2.6 million African Americans report using an illicit drug in the United State. Five times as many Whites are using drugs as African Americans, yet African Americans are sent to prison for drug offenses at 10 times the rate of Whites. African Americans represent 12% of the total population of drug users, but 38% of those arrested for drug offenses, and 59% of those are in state prison for a drug offense. Furthermore, it is estimated 26.2 percent of American adults (about one in four) will suffer from a diagnosable mental disorder in a given year. The Gains Center on Jail Diversion cited the Bureau of Justice Statistics (BJS) 2002 report that estimated 16.3 percent of jail inmates either had a 'mental condition' or had an overnight stay in a mental hospital during their lifetime. While, the National Institute of Mental Health (NIMH) noted, local jail numbers are higher than state and federal institutes. It is estimated that 64.4 percent or two thirds

of jail inmates in 2004 had a diagnosable mental disorder. During FY 12, the Travis County Sheriff's Office jail staff reported an average of 400 newly identified inmates that were in need of mental health services per month. It is safe for one to present the hypothesis of our jail population is in need of both mental health and substance abuse treatment. Without effective treatment interventions which address mental health and substance abuse issues, these two populations are likely to become members of the revolving door cycle.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The Travis County Drug Diversion Court project relies on Evidence Based Practices when addressing the needs of high risk defendants in an effort to reduce crime rates in Travis County. This is one of the identified priorities of the Criminal Justice Program (CJD) for the Travis County Community.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The mission of the Travis County Adult Drug Diversion Court is to "work hand and hand with our community, team, and participants to address substance misuse and individual needs. We inspire and support commitment to recovery and behavior change. Our efforts lead to graduation and law abiding behavior." This mission is accomplished through collaborative partnerships. The Travis County Drug Diversion Court utilizes a pro-active approach which entails the early identification of felony drug related offenders and providing to them the support and services needed to eliminate their repetitive involvement with the criminal justice system. Specific program goals are as follows: 1. Participants will receive timely assessments and substance abuse treatment to address identified substance use needs and other criminogenic need areas. 2. Participants will receive timely judicial oversight to support and confront behavioral change through a well-defined strategy of sanctions and incentives. 3. Participants will receive timely drug/alcohol testing to insure abstinence. 4. Participants will receive case management services and will have their treatment plans monitored by the treatment counselor and case manager.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A Sample CWA is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

The Travis County Adult Drug Diversion Court coordinated with the District Attorney's Office, Criminal Court Administration, and the Travis County Defense Bar in implementing the Travis County Adult Drug Diversion Court. Representatives of these county entities have formed a Travis County Adult Drug Diversion Process Committee to guide and monitor the Court's activities. Because the Travis County Adult Drug Diversion Program completes all assessments and participant treatment and case management services, no working agreements are currently necessary.

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the

stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

Obstacle: Maintaining a consistent flow of Travis County Adult Drug Diversion offender referrals. Proposed

Resolution: Travis County Adult Drug Diversion Court is working to expand identification protocols at all intercept points to ensure that the appropriate target populations are identified and referred to the Department. Additionally, the Department will maintain regular contact with defense attorneys and prosecutors office to ensure they continue to make potential participants aware of the Travis County Adult Drug Diversion court option.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

Felony Drug related offenses impact community safety in Travis County as evidenced by the high volume of Drug arrests. According to the Travis County Sheriff's Office there were approximately 6,000 booking arrests in the calendar year 2012. During calendar year 2012, approximately 400 jail arrests involved offenders who were in need of mental health services. The mission of the Travis County Adult Drug Diversion Court is to "work hand and hand with our community, team, and participants to address substance misuse and individual needs. We inspire and support commitment to recovery and behavior change. Our efforts lead to graduation and law abiding behavior." This mission is accomplished through collaborative partnerships. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights. Travis County Adult Drug Diversion Court integrates alcohol/drug treatment services with justice system case processing. The Court follows the ten key drug court components as recommended by the National Association of the Drug Courts Standards Committee. The program's goals are to provide participants with comprehensive substance abuse treatment, provide judicial oversight to participants to aid the process of behavioral change, provide drug/alcohol testing to participants to monitor abstinence, and to provide supervision and case management services to participants. The target populations for the Travis County Adult Drug Diversion Court are African Americans and offenders with Co-occurring disorders. Both males and females are eligible to participate in the Travis County Adult Drug Diversion Court. The Prosecutor's office identifies potential program participants based on established eligibility guidelines. These offenders are then referred to the Travis County Adult Drug Diversion Court Intake Assessment Department where an assessment is conducted. Each offender is administered the RANT. Those offenders who are Medium and High Risk Level are immediately referred for a standardized substance abuse assessment (GAIN-I Lite). Members of the Travis County Adult Drug Diversion Court Team meet weekly and through a collaborative staffing process review assessment results and, where appropriate, recommend to the Travis County Adult Drug Diversion Court Judge placement of the offender in the Adult Drug Diversion Court as a condition of personal bond. This team is composed of the Travis County Adult Drug Diversion Court Judge, Prosecutor, Drug Diversion Court Coordinators (representing Case Management and Treatment), and Defense Attorney. Project coordination functions such as report submission and data collection will be completed by existing Department staff. The Travis County Adult Drug Diversion Court consists of three treatment levels, with the entire program lasting a minimum of 12 months. The program focuses on the participant's movement through the various stages of behavioral change necessary to insure long-term recovery. Depending on individual needs, Treatment Level 1 lasts a minimum of five months and focuses on Primary Treatment (Intensive Outpatient). Treatment Level 2 lasts four months and focuses on Supportive Aftercare. Level 3 is Continuing Care / Recovery Maintenance and lasts three months. This enhancement is more in alliance with providing the necessary services to participants based upon Evidenced Based Practices. The current treatment approach provides a realistic recovery step-down modality to encourage and support participant motivation for behavioral change. The Relapse component can be accessed by participants who are having difficulty remaining illicit and alcohol free. The relapse track includes moving the participant from any Treatment Level back to Treatment Level 1. All treatment levels will include regular office visits with the Case Manager, court appearances, in-house cognitive-based substance use treatment, random drug testing, and structured support group activity. The Travis County Adult Drug Diversion Court Team determines on an individual basis the frequency of these activities. A coordinated strategy governs the Travis County Adult Drug Diversion Court responses to compliance/non-compliance. The Travis County Adult Drug Diversion Court Team meets weekly to review individual progress and recommend to the Judge appropriate incentives for accomplishments or sanctions for program non-compliance. The participant will be assessed a one-

time program fee as well as co-payments for in-house treatment and a fee for drug screens. This would be based on the participant's ability to pay as determined by a financial study. The Travis County Adult Drug Diversion Court provides its own in-house random drug testing protocol for all participants on a weekly basis. The Program has extended testing hours to include late evenings and has also incorporated Sunday breathalyzers. Participants' court appearances are based upon Risk Level, and employment status. The length of treatment/participant services that are being court-ordered are based upon the severity of the participant's substance use and criminal history. For those participants who require a higher level treatment intervention, residential substance abuse treatment will be available at the Probation Department's residential Substance Abuse Treatment Facility. The Travis County Adult Drug Diversion Court is led by State District Judge Brenda Kennedy of the 403rd Criminal District Court and State District Judge Karen Sage of the 299th Criminal District Court. The grant request will fund one full time Case Manager Position. This Case Manager will provide case management and coordinate and monitor in-house treatment services to 35 African American participants as well as assisting in the department's intake assessment process. Additionally, employment and educational services are incorporated into the participant's behavioral agreement if the assessment identifies deficits in these areas. All Intensive Outpatient treatment services are provided by Travis County Adult Drug Diversion Court Counseling Center. Travis County Drug Court requests additional funds to allow five participants to alternative 90-day inpatient treatment. After completing the 3 program treatment levels, the participant will have met the following program objectives and will be eligible to successfully complete the Travis County Adult Drug Diversion Court treatment protocol • The participant will exhibit sobriety and regular attendance at court appearances, • The participant will have completed all court-mandated treatment and classes, • The participant will exhibit ongoing participation in recovery maintenance lifestyle • The participant will have verifiable employment and positive social interaction in areas conducive to recovery efforts. Upon successful treatment program completion, the participant's case will be dismissed by the District Attorney's Office. All program participants receive recognition and acknowledgement upon completion of milestones during program treatment levels and at program graduation. Training among the Travis County Adult Drug Diversion Court Team members will be ongoing and the county-wide Adult Drug Diversion Court Process Committee will continue to provide support to the Travis County Adult Drug Diversion Court staff. The Department's researcher will implement ongoing monitoring and evaluation strategies in order to track and measure the attainment of program goals and program effectiveness. Travis County is committed to addressing the community issue of the Felony Drug Related offender as indicated by our implementation of the Travis County Adult Drug Diversion Court in August 1993. Using only existing resources, the Court was limited in scope until Governor's office funding was received. Continuation funding from the Office of the Governor would enable the jurisdiction to continue to provide all services necessary for a specialized Adult Drug Diversion Court and reduce risk to our community. In an effort to improve service delivery to participants of the program according to Evidenced Based Practices; this ongoing grant will allow the Drug Court program to continue to serve two specific populations in need of drug treatment services. A specialized population of up to 35 African American offenders will continue to receive intensive case management, referral and monitoring of in-house treatment coordination services through grant funded Chemical Dependency Counselor at a minimum of 70% of his/her work schedule. This Chemical Dependency Counselor will also conduct intake assessments for the department at least 30% of his/her work schedule. Additionally, the grant will provide funding for one Case Manager which will provide case management and will conduct in-house treatment to 20 co-occurring disorder offenders.

Project Activities Information

Specialty Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants.

The Drug Court Judge, prosecutor, defense attorney, case manager, chemical dependency counselor, court clerk II, program coordinator and program manager. The treatment team meets prior to each Drug Court docket to discuss

the status of each participant on the docket. During this staffing, the team members are able to contribute information and offer suggestions. A group decision is reached regarding sanctions, referrals, and rewards.

Provide the average caseload size for a full-time case manager/probation officer assigned to this project.

The average caseload size is 23 participants per chemical dependency case manager.

Provide your project's policy on drug testing participants.

The Adult Drug Diversion Court will require a participant in the Program to participate in a Random Drug Testing Program. Random drug testing occurs weekly to meet the recommended level of drug testing according to 10 key Components of Drug Court. Drug Tests are scheduled based upon identified needs and treatment levels while in the program. This screening and monitoring of the participant's compliance with drug testing enables the Court Team to quickly address any relapse while in the program. An increase in the Random Drug Testing Program protocol may be used as a sanction if the Adult Drug Diversion Court Team determines it is an appropriate response to the violation. The use of a breathalyzer is also a tool to monitor abstinence.

Describe the process you will use to determine your project's effectiveness.

On a regular basis, performance goals are set by the Judge and management staff. On a monthly basis, a statistical report containing the current status of the Drug Court performance measures is reviewed to determine if we are on track with meeting set goals. process or procedure changes are made if necessary.

Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)

\$995,967.00

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)

Local Funds: 1,019,177

Special Revenue Funds- 189,131

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.).

Treatment resources used for the Travis County Adult Drug Diversion Court include the Department's in-house Primary Intensive Outpatient treatment, Supportive in-house treatment, Aftercare, Community Recovery Activities in conjunction with Outreach, Screening, Assessment and Referrals, Lifetime Recovery 90-day inpatient treatment facility and SMART substance abuse treatment facility funded by TDCJ-CJAD for those needing residential treatment services. This is a five month residential treatment intervention.

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

\$155,368

Of the fees collected in your county, provide the amount that was directed to your project.

11499.22 – number was confirmed by Larry at 1:00 pm on February 10, 2014

The funds were used for operating expenses such as educational equipment, office supplies, contract services, and training.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Specialty Court - Adult	100.00	Provide assistance with assessments at the intake level, intensive case management, outreach services, and treatment coordination for 35 African American participants through a grant funded Chemical Dependency Counselor. Also, provide intensive case management, treatment coordination and referrals to mental health services for 20 dually diagnosed participants through a contract with Austin Travis County Integral Care (ATCIC).

Geographic Area:

Travis County, Texas

Target Audience:

The target audience served by the Travis County Diversion Court is non-violent felony adult offenders who have been arrested for possession of small amounts of a controlled substance and who are assessed as being addicted to drugs.

Gender:

Both males and females participate in the Travis County Drug Diversion Court.

Ages:

17 years of age and up

Special Characteristics:

High Risk populations include African American and dually diagnosed offenders.

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	21	84
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	92	150
Number of people assessed for eligibility to participate in the program.	94	250

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of specialty court graduation (part time or full time).	8	29
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	0	3
Number of participants that successfully complete the program.	8	32

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	2% of grant total before indirect cost.	\$2,599.72	\$0.00	\$0.00	\$0.00	\$2,599.72	0
Personnel	Case Manager	One staff member to provide case management to 20 individuals with co-occurring disorders.	\$21,740.00	\$0.00	\$0.00	\$0.00	\$21,740.00	100
Personnel	Counselor and/or Therapist (licensed)	One staff member to provide case management to a caseload up to 35 African Americans and assist with intake assessments.	\$64,996.00	\$0.00	\$0.00	\$0.00	\$64,996.00	100
Travel and Training	Out-of-State Registration Fees, Training, and/or Travel	Out-of-State Registration Fees, Training, and/or Travel	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	To provide 90-day long term inpatient treatment to five identified grant participants.	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0
Supplies and Direct Operating Expenses	Video Camera and/or Recorder	To purchase office supplies and drug testing kits.	\$11,250.00	\$0.00	\$0.00	\$0.00	\$11,250.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Indirect Costs	\$2,599.72	\$0.00	\$0.00	\$0.00	\$2,599.72
Personnel	\$86,736.00	\$0.00	\$0.00	\$0.00	\$86,736.00
Supplies and Direct Operating Expenses	\$11,250.00	\$0.00	\$0.00	\$0.00	\$11,250.00
Travel and Training	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$132,585.72	\$0.00	\$0.00	\$0.00	\$132,585.72

Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;

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3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The Travis County Drug Diversion Court Program Manager monitors contract compliance with the vendors use for professional services. This includes conducting site visits and having weekly contact with the vendors to monitor participant services and progress.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
 No
 N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
 No
 N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

100

Enter the Begin Date [mm/dd/yyyy]:

10/1/2013

Enter the End Date [mm/dd/yyyy]:

9/30/2014

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

11886603

Enter the amount (\$) of State Grant Funds:

3306595

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

Yes

No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;

- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:



Travis County Drug Diversion Court
a division of Pretrial Services & Adult Probation Department
PO Box 1748 Austin, TX 78767
2201 Post Road So. Bldg. Austin, TX 78704
512-854-4646 & 512-854-4200
512-854-4643 Fax

Charles Robinson, Director
Rosie Ramon-Duran, Assistant Director
Sharon Caldwell-Hernandez, Program Administrator

Travis County Resolution
FY 15 Drug Diversion Court Grant

WHEREAS, The Travis County Commissioners Court finds it in the best interest of the citizens of Travis County, that the Drug Diversion Court be operated during FY 15; and

WHEREAS, The Travis County Commissioners Court agrees that in the event of loss of misuse of the Criminal Justice Division funds, Travis County assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, Travis County Commissioners Court designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Travis County Commissioners Court approves submission of the grant application for the Drug Diversion Court to the Office of the Governor, Criminal Justice Division.

Signed by: _____
County Judge Samuel T. Biscoe

Passed and Approved this _____ (Day) of _____ (Month), _____ (Year)

Grant Application Number: 16043-14



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:

SAP #:

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	139/Travis County Adult Probation	
Contact Person/Title:	Lila Oshatz, Division Director Programs and Services	
Phone Number:	512-854-7602	

Grant Title:	Travis County Adult Probation DWI Court		
Grant Period:	From: <input type="text" value="Sep 1, 2014"/>	To: <input type="text" value="Aug 31, 2015"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Office of the Governor- Criminal Justice Division		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 230,021	\$ 0	\$ 0	\$ 0	\$ 230,021
Operating:	\$ 7,406	\$ 0	\$ 0	\$ 0	\$ 7,406
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 4,748	\$ 0	\$ 0	\$ 0	\$ 4,748
Totals:	\$ 242,175	\$ 0	\$ 0	\$ 0	\$ 242,175
FTEs:	4.00	0.00	0.00	0.00	4.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	MG	
County Attorney	<input checked="" type="checkbox"/>	JC	

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Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ -	Applicable Departmental Measures				
1.	Maintain a DWI Court completion rate of 70% or higher	80%	87%	75%	75%
2.					
3.					
+ -	Measures for the Grant				
1.	Number of new enrollments	56	54	50	50
Outcome Impact Description		Recidivism Reduction			
2.	Number of Successful Completions	33	53	48	48
Outcome Impact Description		As program is 12 months in duration, clients typically start treatment in one fiscal year and complete in another. Therefore, successful completions are often comprised of participants who started in the previous fiscal year.			
3.					
Outcome Impact Description					

PBO Recommendation:

This is an application to continue the DWI Court program managed by CSCD. This grant has no match nor any continuing obligations to the County. The associate resolution in support has been signed by Judge Kocurek. PBO recommends approval of this application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The mission of the TCAP DWI Court is to "enhance community supervision and improve lives by facilitating rehabilitation through a collaborative process, which includes treatment, supervision and judicial involvement. We foster recovery by providing support, compassion and accountability." This mission is accomplished through collaborative partnerships. The DWI Court is a pro-active approach which entails the early identification of repeat DWI offenders and providing to them the support and services needed to eliminate their repetitive involvement with the criminal justice system.

Specific program goals are as follows:

1. Participants will receive timely substance use treatment to address identified substance use needs and other criminogenic need areas.
2. Participants will receive timely judicial oversight to support and confront behavioral change .
3. Participants will receive timely drug/alcohol testing to insure abstinence.
4. Participants will receive case management services and will have their conditions monitored by the probation officer.

Request is for continuation funding to continue to support DWI Court operations.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The Department will continue to apply for grant funding to support DWI Court program needs for future fiscal years.

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3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

No match requirement

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

Yes

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No. It is the intent of the Department to identify funding sources to maintain self-sufficiency for the DWI Court through a combination of funding sources.

6. If this is a new program, please provide information why the County should expand into this area.

This is a continued program initiated in FY 2009.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Pursuant to the Texas Health and Safety Code 469.006, counties with populations over 200,000 must implement and apply for state funds to implement a DWI/Drug Court. This request is to meet the mandated requirements of the law as well as to meet an identified community need.

The DWI Court represents another sentencing option for the judiciary, specifically the establishment of an additional "best practice" problem solving court to impact recidivism and provide continued reduction in community corrections costs. The DWI Court is consistent with the Department's Travis Community Impact Supervision (TCIS) initiative as it provides for strategic rehabilitative responses to meet the identified individualized risk and needs levels of the offender through a structured system of sanctions and incentives.

Print This Page

Agency Name: Travis County Adult Probation
Grant/App: 2067207 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: Travis County Adult Probation DWI Court
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
14505886078000

Application Eligibility Certify:
Created on:1/7/2014 12:05:09 PM By:Lila Oshatz

Profile Information

Applicant Agency Name: Travis County Adult Probation
Project Title: Travis County Adult Probation DWI Court
Division or Unit to Administer the Project: Travis County Adult Probation Department
Address Line 1: 411 W. 13th Street
Address Line 2: Suite 600
City/State/Zip: Austin Texas 78701-1850
Start Date: 9/1/2014
End Date: 8/31/2015

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments
Headquarter County: Travis
Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Charles Robinson
Email: Charles.Robinson@co.travis.tx.us
Address 1: PO Box 2245
Address 1:
City: Austin, Texas 78768
Phone: 512-854-7694 Other Phone:
Fax: 512-854-4606
Title: Mr.
Salutation: Mr.

Project Director

User Name: Lila Oshatz
Email: Lila.Oshatz@co.travis.tx.us
Address 1: 411 W. 13th Street
Address 1: Ste. 600
City: Austin, Texas 78701
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Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Financial Official

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Grant Writer

User Name: Lila Oshatz
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Address 1: Ste. 600

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City: Austin, Texas 78701
Phone: 512-854-7602 Other Phone: 512-854-4600
Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Grant Vendor Information

Organization Type: Judicial District
Organization Option: applying to provide services through a Community Supervision and Corrections Department (CSCD)
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 14505886078000
Data Universal Numbering System (DUNS): 008498300

Narrative Information

Primary Mission and Purpose

The Specialty Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 121 of the Texas Government Code.

Funding Levels

The anticipated funding levels for the Specialty Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

Program Requirements

** The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.*

Preferences

Preference will be given to:

1. mandated drug courts under Texas Government Code, §123.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public (DPS) Safety as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Specialty Court Program Requirements

Specialty Court programs that provide court-supervised substance abuse treatment as an alternative to traditional criminal and civil sanctions, as defined in Chapter 121 of the Texas Government Code, must incorporate the essential characteristics of the respective specialty court type established under Chapter 122, 123, 124, or 125 of the Texas Government Code in order to be eligible for funding.

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Specialty Court Type

- **Adult** - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- **Family** - Programs serving parents who enter the specialty court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- **Veterans** - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.
- **Mental Health** - Programs serving individuals who are suspected by a law enforcement agency or court of having a mental illness or mental retardation.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Mental Health
- N/A

Will the specialty court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Essential Characteristics

Describe in detail below how your program meets each of the specified essential characteristics:

Adult Specialty Court Program (including DWI Courts and Reentry Courts)

Integration of Services - The integration between alcohol and other drug treatment services in the processing of cases in the judicial system.

Non-Adversarial Approach - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Prompt Placement - Early identification and prompt placement of eligible participants in the program

Access - Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.

Abstinence Monitoring - Monitoring of abstinence through weekly alcohol and other drug testing.

Compliance Strategy - A coordinated strategy to govern program responses to participants' compliance.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations.

Describe Below:

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Integration of Services: Travis County Adult Probation DWI Court (TCAP-DC) integrates local criminal justice resources, case management, and substance use treatment to rehabilitate repeat DWI offenders in lieu of incarceration. The team is composed of probation staff, counseling staff, prosecutor staff, defense attorney and Judge. At a weekly staffing, chaired by the Judge, client assessment results are reviewed and recommendations for court participation and pleadings are made by the TCAP-DC Team. Appropriate offenders are placed in TCAP-DC as a condition of probation and are ordered to participate in a continuum of substance use treatment/rehabilitation services at the TCAP Counseling Center. Participants are supervised and monitored by the court, Probation Officer (PO), and treatment counselor as part of a coordinated strategy to intervene with the offender and protect against DWIs. The focus is on compliance with court orders through the use of field visits, sobriety verification, participation in intensive outpatient treatment/relapse prevention, and attendance at all scheduled court hearings and appointments. Non-Adversarial Approach: The TCAP-DC is, by design, a 52+ week court-sanctioned program implemented according to the Ten Key Components of a Drug Court and Ten Guiding Principles for DWI Courts in order to supervise repeat DWI adult offenders. To promote public safety while protecting participants' due process rights, a prosecutor and an appointed defense attorney are on the TCAP-DC Team and provide legal oversight, using a non-adversarial approach, of the participant's case and input for initial placement and response to participant compliance and non-compliance. Prompt Placement: Early identification of participants via the prosecutor or defense attorney occurs by screening potential candidates' criminal history. This occurs at both the pretrial level for a repeat DWI offense or at the probation level upon receiving a subsequent DWI arrest. Candidates are quickly referred to the Treatment Alternatives to Incarceration (TAIP) Unit of TCAP for a clinical assessment to ascertain their level of alcohol dependency. The Substance Use Evaluation (SAE), a validated, modified version of the Addiction Severity Index (ASI), is used by a trained TCAP assessor. Placement follows the screening/assessment process. Reviewing program requirements with the participant is coordinated by the TCAP-DC PO. An approved offender is probated into the TCAP-DC program within 1-2 weeks. Offenders are placed in the TCAP-DC as a condition of probation and are ordered to participate in treatment as recommended by the TCAP-DC Team. Participants are required to begin treatment within 1 week of admission to the TCAP-DC. Access: Access is provided to a continuum of substance use treatment and rehabilitation services at TCAP's Counseling Center. The counselor(s) receives a copy of the completed SAE to develop an individualized treatment plan to address substance use/criminogenic needs to promote pro-social behavioral changes. Ongoing assessments are completed by the PO and counselor (s) to determine supervision/treatment plan adjustments. While the treatment program is a 52 week intervention, probation supervision continues on a regular probation caseload for the term of probation. The treatment includes four 10 week treatment phases followed by a 12 week recovery maintenance phase. Abstinence Monitoring: Abstinence is monitored by frequent, random alcohol and other drug testing coordinated by the PO. Written drug testing protocols include direct observation of urine sample collection, verifying urine temperature and response to contested drug test results. Additional monitoring occurs via breathalyzer testing, Ignition Interlock as mandated by state law and the use of continual alcohol monitoring technology for some participants. Any positive results are reported to all TCAP-DC team members within 24 hours via email. The participant's positive test is addressed at the next weekly TCAP-DC court session or as directed by the Judge at a regular docket call. Participants must maintain 90 days of sobriety to successfully graduate from the TCAP-DC. Compliance Strategy: Ongoing judicial interaction with each DWI participant is essential. The TCAP-DC Team meets weekly to review individual progress and recommend to the Judge appropriate incentives for accomplishments or sanctions for program non-compliance. Sanctions may include modification of community supervision conditions; incentives are used to reinforce program compliance and pro-social behavioral change. Violations of any condition(s) are communicated via email and receive immediate attention from the Team. Judicial Interaction: TCAP-DC is held one time weekly, and all participants scheduled to appear report to the court at the same time. Participants in the TCAP-DC are required to attend court for progress review, weekly, every other week, or monthly, depending on their progress and phase completion. Evaluation: Monitoring strategies are incorporated into service delivery in order to track and measure the attainment of program goals and effectiveness. TCAP will use an internal researcher to complete efficacy and outcome studies for TCAP-DC. Research methodology will use a combination of demographic, compliance and arrests data to review the participant's progress through the program such as: employment status, risk score, phase level in the program, new alcohol/drug violations, and any incentives/sanctions. Performance measure reports are generated annually or as needed. For the first quarter of FY 2014, TCAP-DC experienced a 17% no-show rate for appearance at the assessment appointment. Another variable in tracking data for just one fiscal year is that offenders, who were screened and/or assessed in one fiscal year, may not offer their plea until the following fiscal year. The demographic summary indicates a TCAP-DC population that is 63% male, 70% employed full-time, 79% medium to high risk, 59% Caucasian, 30% Hispanic, 8% African-American, 40% under age 30, 34% high school/GED, 38% some college. Based on data from the Travis County Attorney's Office, in 2013, 218 repeat DWI offenders were screened for TCAP-DC; 54 DWI offenders entered TCAP-DC in 2013. For FY 2013, 53 participants successfully completed TCAP-DC and 2 participants were unsuccessfully discharged for a new DWI offense. Education: Training among TCAP-DC Team members is ongoing. All Team members have attained competency in community corrections/substance use treatment. Annually, the team attends training related to TCAP-DC function and operations. TCAP-DC partners also regularly attend local criminal justice system and substance use treatment training. Additional staff trainings are on Motivational Interviewing, development of supervision and treatment plans and responding to criminogenic need areas. In 2013, team members attended the national NADCP conference. Partnerships: From its inception, the TCAP-DC model was based on local criminal justice system and substance use treatment collaboration. A Steering Committee was developed to design and measure accountability of service delivery efforts. This partnership continues to meet as needed to provide strategic planning to meet participant needs and to optimize court/community safety goals. Members of the Steering Committee are the Judge, Prosecutor, Defense Counsel, County Clerk, Adult Probation staff, Law Enforcement and Pretrial Services staff. Other community-based agencies may also participate. Defense attorneys are now making appropriate referrals via the screening process. Pre-screenings/staffings occur to sort offenders for the application process.

General Approaches

- Pre-adjudication - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- Post-adjudication - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- Reentry - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- Civil - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this drug court.

Select all that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation

The specialty court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one specialty court staffing session and hearing, in Texas, prior to program implementation.

Policies and Procedures

The specialty court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing

The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Program Notice

Unless the following provisions have already been met, pursuant to Section 121.002 (c) (1) of the Texas Government Code, the applicant will submit written notice of the program, any resolution or other official declaration under which the program was established, and a copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program to the Governor's Criminal Justice Division.

Jurisdiction

Provide the name of the court administering the Specialty Court program (e.g., 999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

County Court at Law 7

Specialty Court Start Date

If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

9/1/2008

Presiding Judge

The presiding judge of a specialty court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over specialty court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Specialty Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

Judge Elisabeth Earle, (512) 854-9679, Elisabeth.Earle@co.travis.tx.us

Specialty Court Coordinator

Enter the name, phone number and email address of the Specialty Court Coordinator. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Specialty Court Coordinator usually monitors the operation of the Specialty Court, supervises Specialty Court staff, participates in Specialty Court judicial staff meetings, prepares and oversees Specialty Court contracts with service providers, maintains data on Specialty Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Specialty Court.

Lila Oshatz, (512) 854-7602, Lila.Oshatz@co.travis.tx.us

Federal Funding

Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the specialty court ever applied for **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

Has the specialty court ever received **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

If you selected **Yes** above, provide the federal award amount, grant period.[mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

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The Department received a three year federal grant award from the Substance Abuse and Mental Health Services Administration (SAMHSA) from 9/30/2010 – 9/29/2013. The grant award amount is as follows: Year 1 - \$184,878; Year 2 - \$206,515; and Year 3 - \$206,515. SAMHSA grant funds were utilized to expand the court capacity. Through SAMHSA funding, the DWI Court was able to add counselor positions and fund a percentage of the clinical supervisor, project director, and Counseling Center manager positions as well as additional alcohol monitoring services. As the program protocol is a minimum of 12 months, all clients would not have had an opportunity to complete the treatment protocol by the end of year 3. Therefore, in year 3, our Department requested a one year no cost extension to complete service delivery to clients enrolled during the three year period. The request was granted by SAMHSA for a 4th year (9/30/2013 – 9/29/2014). No additional funds were awarded, rather funding that had not been expended during the 3 years could be used. The unexpended funds were the result of startup/slower than anticipated staff hiring, re-configuration of staffing pattern, and staff vacancies. The no cost extension funds are being used to fund a percentage of a counselor, clinical supervisor, project director, and Counseling Center manager positions as well as additional alcohol monitoring services.

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) – Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Donna Harp

Enter the Address for the Civil Rights Liaison:

P.O. Box 2245, Austin, TX 78768

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(512) 854-4607

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Specialty Court Program Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

Travis County continues to experience substantial risk to community safety due to the volume of DWI cases and motions to revoke DWI probation that are filed in our courts. With the establishment of the Travis County Adult Probation DWI Court (TCAP-DC), Travis County expanded its ability to meet the need for intensive outpatient substance abuse treatment for the DWI offender population. To optimally provide treatment to the repeat DWI offender, a comprehensive Phase system is employed including four, 10 week treatment phases followed by a 12 week recovery maintenance phase. This treatment intervention is only available as part of the DWI Court. Community-based programming does not provide this intensive level of treatment. Pursuant to the Texas Health and Safety Code 469.006, counties with populations over 200,000 must implement and apply for state funds to implement a DWI/Drug Court. This request is to meet the mandated requirements of the law as well as to meet an identified community need. TCAP-DC will be a post-adjudication court, whereby a defendant will be offered a term of community supervision by agreeing to participate in the DWI Court. The DWI Court will afford Travis County the opportunity to better respond to repeat DWI offenders through judicial oversight, access to appropriate treatment services and enhanced community supervision. The jurisdiction already operates a pre-adjudication Drug Court which targets specific non-DWI defendant populations at the felony level. TCAP-DC will be positioned to serve DWI defendants at both the misdemeanor and felony reduced levels.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

According to the Travis County Attorney's Office, for calendar year 2013, there were approximately 7,365 new DWI cases filed an increase of 1,045 cases from 2012. Of those 7,365 new cases filed, approximately 1,032 were second DWIs. Data also indicates that 936 DWI probationers received a motion to revoke in 2013. As this data demonstrates, subsequent DWI cases present a public safety problem for the Travis County community. The following analysis compares Travis County DWI arrests with two other large Texas Counties, Harris County and Dallas County. Still in 2012, DWI arrests in Travis, Harris, and Dallas County were relatively close in number despite dramatic differences in the population. Additionally, Travis now exceeds Dallas in DWI arrests. The numbers of DWI arrests in Travis, Harris, and Dallas County in 2011 were respectively 7,464, 10,902, and 6,395. Yet, Harris and Dallas Counties had populations of 4.2 million and 2.4 million, while Travis County had just over one million residents. Travis County has a comparable number of DWI arrests to these two counties that are two and four times larger than Travis County. (Data Source Texas Department of Public Safety Uniform Crime Reporting). Additionally, once probated, continued substance use behavior also impacts community safety. TCAP-DC will target medium to high risk offenders who receive a second DWI while their first DWI is pending or those probationers who receive a second DWI while serving a term of community supervision for their first DWI as well as those offenders who receive a felony DWI which has been reduced to a misdemeanor. This population demonstrates a significant substance use problem as their initial case did not provide the personal

motivation necessary to address their substance use issues. As a result of their denial of substance abusing behavior, the offender often continues their alcohol and/or drug usage placing the Travis County community at continued risk. At present, community-based outpatient substance use treatment is a five to six week treatment intervention. This level of service is not appropriate for the repeat DWI offender. Additionally, long waiting lists exist for this level of service and an offender may wait up to nine weeks to enter treatment. The average number of offenders waiting for outpatient substance use treatment in a given month during FY 2013 was approximately 87.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The TCAP has historically participated in the CAPCOG community planning process and in 2011 took on a more active role by serving on the steering committee responsible for developing the FY 2012 – FY 2015 Community Plan for our jurisdiction. It is our understanding, per CAPCOG staff, that the requirement is that a funding applicant participates in the community planning process OR submits an application that addresses one of the identified priorities in the current plan. Travis County Adult Probation (also known as Community Supervision and Corrections) did participate in the development of the FY 2012-2015 Community Plan and is listed as a participant in the Certified Plan document. Additionally, our Department participated in CAPCOG's Criminal Justice Planning meeting in December 2013.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The mission of the TCAP DWI Court is to "enhance community supervision and improve lives by facilitating rehabilitation through a collaborative process, which includes treatment, supervision and judicial involvement. We foster recovery by providing support, compassion and accountability." This mission is accomplished through collaborative partnerships. The DWI Court is a pro-active approach which entails the early identification of repeat DWI offenders and providing to them the support and services needed to eliminate their repetitive involvement with the criminal justice system. Specific program goals are as follows: 1. Participants will receive timely substance use treatment to address identified substance use needs and other criminogenic need areas. 2. Participants will receive timely judicial oversight to support and confront behavioral change through a well-defined strategy of sanctions and incentives. 3. Participants will receive timely drug/alcohol testing to insure abstinence. 4. Participants will receive case management services and will have their conditions monitored by the probation officer.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

The Department coordinated with the Prosecutor's Office, County Clerk's Office, Criminal Court Administration, and the Travis County Defense Bar in implementing the Travis County Adult Probation DWI Court. Representatives of these county entities have formed a DWI Court Steering Committee to guide and monitor the Court's activities. Because the Probation Department is the Program administrator and completes all assessments and participant supervision/treatment and case management, no working agreements are currently necessary.

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

We anticipate being on course with referrals for our current year (FY 2014). Our current year projections do reflect a reduction in referrals from the previous year's projections to better match actual clients served in FY 2013. Continuation Goal 1: Maintaining a consistent flow of high risk repeat DWI offender referrals. TCAP-DC is working to expand identification protocols at all intercept points to ensure that the target population consists of more high risk offenders. Additionally, the Department will maintain regular contact with defense attorneys and prosecutors office to ensure they continue to make potential participants aware of the DWI court option.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

DWI offenses impact community safety in Travis County as evidenced by the high volume of DWI arrests, cases filed, and motions to revoke DWI probation. According to the Travis County Attorney's Office, for calendar year 2013, there were approximately 7,365 new DWI cases filed an increase of 1,045 cases from 2012. Of those 7,365 new cases filed, approximately 1,032 were second DWIs. Data also indicates that 936 DWI probationers received a motion to revoke in 2013. According to Texas Department of Transportation (TXDOT) data for Travis County for calendar year 2012, alcohol was a contributing factor in approximately 10% of vehicular crashes. TXDOT data for 2012 further revealed that approximately 32%, (an increase of 3% from 2011) of fatal crashes in Travis County involved DWIs. This continuation grant application will address the issue of community and judicial concern regarding DWIs. The mission of the TCAP DWI Court is to "enhance community supervision and improve lives by facilitating rehabilitation through a collaborative process, which includes treatment, supervision and judicial involvement. We foster recovery by providing support, compassion and accountability." This mission is accomplished through collaborative partnerships. Using a non-adversarial approach, prosecution and defense counsel promote public safety

while protecting participants' due process rights. TCAP-DC integrates alcohol/drug treatment services with justice system case processing. The Court follows the ten key drug court components as recommended by the National Association of the Drug Courts Standards Committee as well as the ten guiding principles of DWI Courts. The program's goals are to provide participants with comprehensive substance use treatment, provide judicial oversight to participants to aid the process of behavioral change, provide drug/alcohol testing to participants to monitor abstinence, and to provide supervision and case management services to participants. The target population for TCAP-DC is the repeat DWI offender ages 18 years and older. Both males and females are eligible to participate in the DWI Court. Offenders with violent criminal histories are being excluded from court participation. The Prosecutor's office identifies potential program participants based on established eligibility guidelines. These offenders are then referred to the Probation Department Treatment Alternatives to Incarceration Program (TAIP) where an assessment is conducted. A standardized substance use assessment is used. Members of the DWI Court Team meet weekly and through a collaborative staffing process review assessment results and, where appropriate, recommend to the DWI Court Judge placement of the offender in the DWI Court as a condition of probation. This team is composed of the DWI Court Judge, prosecutor, DWI Court Case Manager/Probation Officer, Treatment Staff, and Defense Attorney. Project coordination functions such as report submission and data collection will be completed by existing Department staff with oversight by the Department's Division Director for Programs and Services who serves as Project Director. TCAP-DC consists of five phases, with the entire program lasting a minimum of 12 months. The program focuses on the offender's movement through the various stages of behavioral change necessary to insure long-term recovery. Depending on individual needs, Phase 1 lasts a minimum of 10 weeks and focuses on Primary Treatment (Intensive Outpatient). Phase 2 lasts 10 weeks and focuses on Intensive Aftercare. Phase 3 is Supportive Aftercare and lasts 10 weeks. Phase 4 serves as Continuing Care and lasts 10 weeks and Phase 5 serves as Recovery Maintenance and is 12 weeks in length. The treatment approach provides a realistic recovery step-down modality to encourage and support client motivation for behavioral change. The Relapse Track can be accessed by participants who are having difficulty remaining alcohol free. It is noteworthy that the program continues to see an increase in the number of chronic substance users entering the program as evidenced by the increased use of the Relapse Track option from 25 in FY 2012 to 35 in FY 2013. The relapse track includes moving the participant from any phase back to Phase 1. This process uses an IOP slot that could have been available for a new enrollment. This increase in relapse participants has impacted the number of possible new enrollments. Additionally, the program continues to see an increase in the number of high risk participants admitted to the program (as evidenced by 3% more high risk participants in FY 2013 than FY 2012). All phases will include regular office/field visits with the Probation Officer, court appearances, cognitive-based substance use treatment, random drug testing, legally-mandated classes, and structured support group activity. The DWI Court Team determines on an individual basis the frequency of these activities. A coordinated strategy governs the DWI Court responses to compliance/non-compliance. The DWI Court Team meets weekly to review individual progress and recommend to the Judge appropriate incentives for accomplishments or sanctions for program non-compliance. The participant will be assessed a one-time program fee as well as co-payment for treatment and a minimal supportive continuing care treatment fee. The length of treatment/probation services that are being court-ordered are based upon the severity of the participant's substance use and criminal history. For those participants who require a higher level treatment intervention, residential substance use treatment will be available at the Department's residential Substance Use Treatment Facility. The DWI Court is led by Judge Elisabeth Earle who is the sitting Judge for Travis County Court at Law 7. The specific positions being requested in this proposal are one full-time Case Manager (Probation Officer) to provide supervision and referral services and three full-time LCDC counselors to provide targeted substance use group and individual counseling sessions. This is a modification of the staffing funding pattern from the previous year where the Governor's Office grant funded one probation officer and two and half counselors. Our Department requested a one year no cost extension of our SAMSHA grant to complete service delivery to clients enrolled during the previous year. The request was granted by SAMSHA for a 4th year (9/30/2013 - 9/29/2014). The no cost extension funded 50% of one counselor position. The Governor's Office grant request for this year will be for 100% funding for this counselor position. The Probation Officer/Case Manager develops an individualized behavioral agreement and the counselors develop a treatment plan with the participant to address the participant's substance use and other criminogenic issues contributing to a substance-dependent lifestyle. Additionally, employment and educational services are incorporated into the participant's behavioral agreement if the assessment identifies deficits in these areas. All IOP treatment services are provided at the TCAP Counseling Center. After completing the 5 program phases, the participant will have met the following program objectives and will be eligible to successfully complete the DWI Court treatment protocol • The participant will exhibit sobriety and regular attendance at court appearances, • The participant will have completed all court-mandated treatment and classes, • The participant will exhibit ongoing participation in recovery maintenance lifestyle • The participant will have verifiable employment and positive social interaction in areas conducive to recovery efforts. Upon successful treatment program completion, the participant will be transferred to a regular probation caseload until their probation term is completed. At that point, the participant will be successfully discharged from their term of community supervision. All program participants receive recognition and acknowledgement upon completion of milestones during program phases and at program graduation. Training among DWI Court Team members will be ongoing and the county-wide DWI Court Steering Committee will continue to provide support to the DWI Court staff. TCAP will use an internal researcher to implement ongoing monitoring and evaluation strategies in order to track and measure the attainment of program goals and program effectiveness. Travis County is committed to addressing the community issue of the repeat DWI offender as indicated by our implementation of a pilot DWI Court in spring 2008. Using only existing resources, the Court was limited in scope until Governor's office funding was received for FY 2009. Continuation funding from the Office of the Governor would enable the jurisdiction to continue to provide all services necessary for a specialized DWI Court and reduce risk to our community.

Project Activities Information

Specialty Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants.

74

The Travis County Adult Probation DWI Court has always taken a comprehensive approach to service delivery. The project treatment team includes the Judge, County Court at Law #7, Department Probation Officer/Case Manager, Department assessment staff, Prosecutor, Defense Attorney, Department treatment staff, Department Casework Manager and Project Director. The roles of the team members are as follows: The Judge administers all court proceedings including all incentives and sanctions; the Probation Officer monitors and supervises the participant and makes referrals for additional services as needed; the assessment staff provides the initial substance use assessment/risk level assessment to determine client need and level of treatment intervention; the prosecutor represents the prosecutor's office in the client's criminal case; the Defense Attorney ensures that the client's legal rights and needs are addressed; the treatment staff provides group and individual treatment services to the client, the Casework Manager supervises the Probation Officer/Case Manager and the Project Director provides grant coordination/oversight, planning and implementation and coordinates training for team and DWI Court activities. The project's steering committee consists of the team members referenced above and the Travis County Clerk's Office staff, Pre-trial Services, Law enforcement and the Department's Evaluator/Researcher. County Clerk's staff ensures that all court proceedings are appropriately recorded; Pre-trial Services assists with case identification; Law enforcement assists with arrests; and the Evaluator/Researcher provides ongoing project data tracking/evaluation.

Provide the average caseload size for a full-time case manager/probation officer assigned to this project. There is some fluctuation in the number of clients that will be served in Phases 1-3 and the number of clients that are served in Phases 4-5, but the general Caseload size will average approximately 60 clients. The total treatment/case management modality lasts for twelve months.

Provide your project's policy on drug testing participants. The DWI Court Probation Officer will require a client in the DWI Court Program to participate in a Random Drug Testing Program. Random drug testing occurs weekly to monthly to meet the client's identified needs based on their phase in the treatment program. This screening and monitoring of the client's compliance with drug testing enables the Court Team to quickly address any relapse while in the program. An increase in the Random Drug Testing Program protocol may be used as a sanction if the DWI Court Team determines it is an appropriate response to the violation. A continuous alcohol monitoring device may also be ordered by the court to monitor for relapse. A breathalyzer may also be used to monitor abstinence.

Describe the process you will use to determine your project's effectiveness. TCAP will conduct a process and outcome evaluation of the DWI Court. For the process evaluation, we capture information about the number of people who apply to the program and the number who are accepted into the program. For the process evaluation, we also capture information about court attendance, probation attendance, drug/alcohol testing, treatment participation, employment-daily structure, and the time intervals each participant spends in each program phase and continuing care session. For the outcome measure, we capture information about the number of people who graduate, the number of people who are unsuccessfully discharged (and the reason why), and report the following recidivism measures for each participant: revocation, re-arrest, and re-incarceration.

Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)
228459

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)
All DWI Court County Departments contribute existing staff to the Court operations. These staff salaries are provided by each department; FY 2014 SAMHSA grant - \$26,931 (50% of one counselor position) and participant fees are projected at \$25,000. Participant fee collections only reflect fees collected rather than fees ordered as sometimes fees are ultimately waived. Fee collections do not always occur during the same fiscal year the probationer is being served in the TCAP-DC program as the term of supervision can extend beyond the TCAP-DC program length.

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.).
The intensive outpatient, aftercare and continuing care treatment services are provided in-house at TCAP's Counseling Center. TCAP's substance use treatment facility funded by TDCJ-CJAD is used for those needing residential treatment services. This is a five month residential treatment intervention.

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.
155368

Of the fees collected in your county, provide the amount that was directed to your project.
0

Describe how your project used those fees.
The County reports approximately, \$155,368 was collected in FY 2013 for Chapter 49 and 481; however at this time none of those fees have been received by the Travis County Adult Probation DWI Court.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
		The target population will be adult repeat DWI offenders ages 18 and older, males and females without violent criminal histories. The Travis County Adult Probation DWI Court will provide early identification for eligible participants through a process that screens potential candidates' criminal history and assesses their degree of substance use dependency. With completion of an Intake staffing, the DWI Court Team will make a recommendation to the Judge to place the offender in the DWI Court as a condition of probation. The DWI Court program will consist of five phases that entail the following activities: 1. Treatment:

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Specialty Court - Adult	100.00	Substance Use individual/group sessions to address substance use dependency issues. 2. Judicial Oversight: Regular court appearances for progress review. 3. Case management: Regular office visits with a probation officer to monitor program compliance and to assist with obtainment of employment/education and to address other criminogenic need areas such as attendance at mandated classes, cognitive classes and support groups to help sustain substance use recovery efforts. 4. Alcohol/drug testing: Alcohol/drug testing to insure abstinence. Incentives will be incorporated into the program, and as the participant successfully progresses through the phases, frequency of reporting requirements may be decreased. Sanctions will be included to address issues of non-compliance with Court requirements. A relapse track and residential treatment will be incorporated into service delivery for participants who relapse in the course of program participation or who require a higher level of treatment intervention. Participants will graduate from the DWI Court Program after successfully completing treatment plan and supervision agreement. Successful completion will include maintaining sobriety, regularly attending court, participation in a structured aftercare program, and obtaining verifiable employment.
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Geographic Area:

Travis County

Target Audience:

Adult repeat DWI Offenders

Gender:

Males and females

Ages:

Ages 18 years and older

Special Characteristics:

Must be assessed to have substance use dependency and committed a second DWI

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	54	50
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	124	112
Number of people assessed for eligibility to participate in the program.	156	130

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of specialty court graduation (part time or full time).	49	44
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	0	0
Number of participants that successfully complete the program.	53	48

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Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
------------------------	--------------	--------------

Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The Department has a contract compliance protocol which will be utilized that includes desktop audits and review of client documentation as needed based on a risk assessment.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2014

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Enter the End Date [mm/dd/yyyy]:
9/30/2015

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:
11886603

Enter the amount (\$) of State Grant Funds:
3306595

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

- Yes
- No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:
2/22/2013

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Donna Harp, 411 W. 13th Street, Austin, TX 78701

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Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEO and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEO is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEO has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

Fiscal Capability Information

Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

- Yes
- No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- Yes
- No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
- No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

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Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
- No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or	Indirect costs	\$4,748.00	\$0.00	\$0.00	\$0.00	\$4,748.00	0

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	Less							
Personnel	Counselor and/or Therapist (licensed)	Counselor 1: This full-time LCDC position will provide targeted substance abuse group and individual counseling sessions. This line item includes salary and benefits.	\$52,494.00	\$0.00	\$0.00	\$0.00	\$52,494.00	100
Personnel	Counselor and/or Therapist (licensed)	Counselor 2: This full-time LCDC position will provide targeted substance abuse group and individual counseling sessions. This line item includes salary and benefits.	\$56,208.00	\$0.00	\$0.00	\$0.00	\$56,208.00	100
Personnel	Counselor and/or Therapist (licensed)	Counselor 3: This full-time LCDC position will provide targeted substance abuse group and individual counseling sessions. This line item includes salary and benefits.	\$56,412.00	\$0.00	\$0.00	\$0.00	\$56,412.00	100
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Drug testing for program participants.	\$3,906.00	\$0.00	\$0.00	\$0.00	\$3,906.00	0
Travel and Training	In-State Incidentals and/or Mileage	Cost of DWI Court Team mileage	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	Cost of DWI Court Team to attend in-state trainings	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
Travel and Training	Out-of-State Registration Fees, Training, and/or Travel	Cost of DWI Court Team to attend out-of-state trainings	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
Personnel	Probation Officer	Probation Officer: This full-time position will provide case management services including attending weekly staffings and court sessions, serving as a Liaison between Treatment Staff and Judge, completing client supervision tasks such as monitoring alcohol use and abstinence, conducting client contact visits, providing client documentation and tracking, completing collateral contacts, and making resource referrals to meet client needs. This line item includes salary and benefits.	\$64,907.00	\$0.00	\$0.00	\$0.00	\$64,907.00	100
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Program supplies/materials needed for treatment service delivery such as curriculum, program completion sobriety medallions, etc.	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$3,906.00	\$0.00	\$0.00	\$0.00	\$3,906.00
Indirect Costs	\$4,748.00	\$0.00	\$0.00	\$0.00	\$4,748.00
Personnel	\$230,021.00	\$0.00	\$0.00	\$0.00	\$230,021.00
Supplies and Direct Operating Expenses	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Travel and Training	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$242,175.00	\$0.00	\$0.00	\$0.00	\$242,175.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** oshatzl

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ADULT PROBATION DEPARTMENT

of Travis County

Central Unit
411 W. 13th Street,
Suite 400
Austin, TX 78701
512-854-4600
512-854-4606 Fax

North Unit
10409 Burnet Rd
Austin, TX 78758
512-854-9775
512-854-4533 Fax

Mental Health Unit
4920 IH 35 North
Suite 110
Austin, TX 78751
512-854-1800
512-854-4612 Fax

South Unit
4011 McKinney Falls Pkwy
Suite 1300
Austin, TX 78744
512-854-CSCD (2723)
512-854-4612 Fax

SMART
3404 S FM 973
Del Valle, TX
78617
512-854-3150
512-247-5567 Fax



Mailing Address: PO Box 2245 Austin, Texas 78768-2245

www.co.travis.tx.us/AdultProbation

Voice Response System: 512-495-6563 or 1-800-451-3887

Charles R. Robinson, Director
Rosie Ramón-Durán, Assistant Director

RESOLUTION

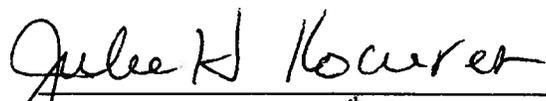
WHEREAS, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges find it in the best interest of the citizens of Travis County, that the Travis County Adult Probation DWI Court be operated by the Travis County Adult Probation Department for the Fiscal Year 2015; and

WHEREAS, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges agree that in the event of loss or misuse of the Criminal Justice Division funds, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges assure that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges designate the Director of the Travis County Adult Probation Department as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Travis County District Criminal Court Judges and Criminal County Court at Law Judges approve submission of the grant application for the Travis County Adult Probation DWI Court by the Travis County Adult Probation Department to the Office of the Governor, Criminal Justice Division.

Signed by:



Judge Julie Kocurek, 390th District Court
Administrative Judge

Passed and Approved this 5th day of February, 2014.

Grant Number: 2067207



**TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET**

Contract #:

SAP #:

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Attorney's Office	
Contact Person/Title:	Adriana Trejos	
Phone Number:	512-854-9278	

Grant Title:	Family Violence Accelerated Prosecution Program		
Grant Period:	From: <input style="width: 100px;" type="text" value="Sep 1, 2014"/>	To: <input style="width: 100px;" type="text" value="Aug 31, 2015"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	State of Texas, Office of the Governor, Criminal Justice Division		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:	OVW/Office on Violence Against Women		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 85,874	\$ 34,217	\$ 0	\$ 17,088	\$ 137,179
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 85,874	\$ 34,217	\$ 0	\$ 17,088	\$ 137,179
FTEs:	1.17	0.00	0.60	0.46	2.23

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JM	
County Attorney	<input checked="" type="checkbox"/>	MG	

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
Applicable Departmental Measures					
1.	Average days to file a FV case	16	15	15	28
2.	Average Number of Jury Trial Settings per month for FV Misd. cases	315	280	Under 300	Under 300
3.	Number of FV cases filed	3048	3000	3000	2699
Measures for the Grant					
1.	Number of Interns trained to provide direct assistance to victims of FV	3	2	2	2
Outcome Impact Description					
2.	Number of victims assisted with a PO by grant funded victim counselor and interns.	615	500	500	555
Outcome Impact Description					
3.	Number of victims assisted with Crime Victims Compensation applications by funded victim counselors and interns	177	175	175	68
Outcome Impact Description					

PBO Recommendation:

This is the annual application to continue the Family Violence Accelerated Prosecution Program in the County Attorney's Office. There is a grant match that is satisfied through the partial salary of a General Fund Victim Counselor position, and through an in-kind match that is satisfied through the hours that two UT School of Social Work interns provide throughout the year. PBO recommends approval of this application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The Travis County Attorney's Office (TCAO) seeks to continue enhancing victim services while increasing the efficiency of prosecuting family violence criminal cases. Accelerated prosecution is the process of using the same prosecutorial team from the time a complaint is reviewed until a final disposition is reached.

With the Accelerated Prosecution grant, Family Violence cases are reviewed and prosecuted by the same team of prosecutors. Our intake attorney formally files these cases and then works to collect needed evidence that will ensure proper prosecution. Having one position intake all of our cases ensures continuity and reliability. Not only that, this position is able to file cases in a much timelier manner than before we had this grant funding.

This program also includes several components related to victim services. Per grant in-kind match requirements, we have at least two social work interns who operate as Victim Counselors in the Protective Order (PO) division. These interns also work with victims of criminal assault cases by attending court settings and seeking victim input. In addition, part of a full-time PO Victim Counselors' salary acts as a needed match. This grant also funds a part-time Victim Counselor position during the summer months. All of these positions ensure that victims are receiving outreach and intervention at a very critical time. These victim counselors provide support in obtaining a PO, assistance with information surrounding a criminal case, as well as provides resources and referrals.

By receiving continued grant funding, this project will continue to enhance our already established project by reaching dispositions faster and working to ensure victim and community safety.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The current grant is available one year at a time. If TCAO performs adequately, we have priority eligibility to re-apply for an additional year. We are required to provide a match, office space, equipment and supplies for grant funded employees. The section below will further discuss the county commitment in more detail.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

This grant requires that we provide matching funds that equal 35% of the total project. This match can be in-kind, cash or a combination of both. TCAO provides an in-kind match by using the hours that two UT School of Social Work interns provide throughout the year. TCAO will provide a cash-match equaling \$34,217, provided by the general fund, and whose origin comes from 60% of a salary for a Victim Counselor in the PO division that is already established.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

Yes, this grant contract offers a 3% indirect cost allocation.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Should there be discontinuance of grant funding, our office would ask the Commissioner's Court for permission to fund the attorney position using revenue from the general fund. The likelihood of this request being granted is unknown given today's economic climate. However, no other programs will be able to be discontinued.

6. If this is a new program, please provide information why the County should expand into this area.

N/A

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Continuing this accelerated prosecution program will provide more outreach and connection to victims, as well as increase how quickly we are able to file charges. Additionally, the prosecutor will assist with managing the ever-increasing family violence caseload. Last year, we filed approximately 2,700 family violence misdemeanor cases, each case with a victim who needs outreach. Our office has also been close to meeting the measure for how many cases we dismiss (actual: 904, target: 700) or receive convictions on (actual: 471, target: 700). This project is an essential and imperative part of our office and ultimately guarantees that victims get needed support and guidance, and offenders are held accountable for their actions. It is our hope to continue maintaining this grant so we can keep working towards reaching our identified goals, which will ultimately serve all of Travis County.

DAVID ESCAMILLA
COUNTY ATTORNEY



COUNTY ATTORNEY'S OFFICE
314 W. 11TH ST.
SUITE 300
AUSTIN, TEXAS 78701
Phone: (512) 854-9415
Fax: (512) 854-9316

Victoria Ramirez - PBO
Alan Miller, PBO
David Escamilla, TCAO
Mack Martinez, TCAO
Jim Connolly, TCAO
Chantelle Abruzzo, TCAO
Dede Bell, Auditor's Office
TO: Jessie Mars, Auditor's Office
FROM: Adriana Trejos, TCAO
DATE: February 11, 2014
FY 2015 Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking Solicitation Grant Application
RE: #2104406

Dear Victoria Ramirez,

The Travis County Attorney's Office is applying to the 2015 Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking Solicitation Grant from the Office of the Governor for the time period of 9/1/2014 – 8/31/2015.

The funding from this grant will provide TCAO with 1 FTE intake attorney and 1 part-time victim counselor in the summer of 2015. The award amount for the application is **\$85,874.00**.

TCAO is requesting that the Commissioner's Court approve the grant application in order to submit the application to the Office of the Governor. It is imperative that this issue get on the Commissioner's Court agenda for review no later than 2/25/14, as the application is due to the Office of the Governor on 2/28/14.

Attached for your review are the following documents:

-
- 1) Grant Summary Sheet
 - 2) Grant Application
 - 3) Resolution
-

Should you have any questions regarding this grant, please contact me.

Sincerely,

Adriana Trejos

Adriana Trejos, LMSW
Bilingual Senior Victim Counselor
Office: 512-854-9278, Fax: 512-854-9570
Travis County Attorney's Office, Family Violence Division

Agency Name: Travis County

Grant/App: 2104406 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: Family Violence Accelerated Prosecution Program

Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460001922000

Application Eligibility Certify:

Created on:2/6/2014 11:52:47 AM By:Adriana Trejos

Profile Information

Applicant Agency Name: Travis County

Project Title: Family Violence Accelerated Prosecution Program

Division or Unit to Administer the Project: Travis County Attorney Office Family Violence Division

Address Line 1: Post Office Box 1748

Address Line 2:

City/State/Zip: Austin Texas 78767-1748

Start Date: 9/1/2014

End Date: 8/31/2015

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments .

Headquarter County: Travis

Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Samuel Biscoe

Email: sam.biscoe@co.travis.tx.us

Address 1: Post Office Box 1748

Address 1:

City: Austin, Texas 78767

Phone: 512-854-9555 Other Phone:

Fax: 512-854-9535

Title: The Honorable

Salutation: Judge

Project Director

User Name: Mack Martinez Martinez

Email: mack.martinez@co.travis.tx.us

Address 1: P.O. Box 1748

Address 1:

City: Austin, Texas 78767

Phone: 512-854-9415 Other Phone: 512-576-8477

Fax: 512-854-9316

Title: Mr.

Salutation: Mr.

Financial Official

User Name: Nicki Riley

Email: nicki.riley@co.travis.tx.us

Address 1: 700 Lavaca Street Suite 1200

Address 1:

City: Austin, Texas 78701

Phone: 512-854-9125 Other Phone:

Fax:

Title: Ms.
Salutation: Ms.

Grant Writer

User Name: Adriana Trejos
Email: adriana.trejos@co.travis.tx.us
Address 1: 314 W. 11th Street
Address 1: Ste.400
City: Austin, Texas 78701
Phone: 512-854-9278 Other Phone:
Fax: 512-854-9570
Title: Ms.
Salutation: Ms.

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide direct services to victims only
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460001922000
Data Universal Numbering System (DUNS): 030908842

Narrative Information

Primary Mission and Purpose

The purpose of this funding is to assist in developing and strengthening effective law enforcement, prosecution and court strategies to combat family violence, sexual assault, dating violence, and stalking crimes against women and to develop and strengthen victim services in such cases.

Funding Levels

The anticipated funding levels for these programs are as follows:

- Minimum Award - \$5,000
- Maximum Award - None
- Grantees must provide matching funds of at least thirty-five percent (35%) of total project expenditures. This requirement may be met through either cash or in-kind contributions or a combination of both.

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: *If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

Program Requirements

Preferences

Preference will be given to applicants that promote comprehensive victim restoration while incorporating an emphasis on cultural competency in underserved populations. Applicants are also encouraged to streamline administrative and reporting processes by consolidating grant requests whenever possible in lieu of submitting multiple applications.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the

property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public (DPS) Safety as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Program Emphasis

Applicant agrees to implement comprehensive strategies that are sensitive to the concerns and safety of the victims and hold offenders accountable for their crimes. Applicants must indicate the percentage of their project that benefits Victim Services, Law Enforcement, Prosecution, Courts or other areas. Program emphasis decisions should be made based on the beneficiary of the funded activities. For example, a victim services coalition who provides training to police throughout the state would fall under the "law enforcement" category because the training is to benefit law enforcement.

Indicate the percentage (%) of your project that benefits:

Victim Services – any nonprofit, nongovernmental organization that assists victims.

0

Law Enforcement – any public agency charged with policing functions.

0

Prosecution – any public agency charged with direct responsibility for prosecuting criminal offenders.

100

Court – any civil or criminal court system.

0

Other – any initiative that indirectly affects victims (ex., developing protocols and procedures).

0

Legal Assistance for Victims (LAV) Certification

The applicant must certify that it meets the following federal statutory requirements in regards to the provision of legal advocacy:

- (1) Any person providing legal assistance through a program funded under this VAWA Program (A) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in the targeted population; or (B) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A) and has completed or will complete training in connection with domestic violence, dating violence, sexual assault or stalking and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide:
- (2) Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate tribal, State, territorial, and local law enforcement officials.
- (3) Any person or organization providing legal assistance through a program funded under this Program has informed and will continue to inform state, local, or tribal domestic violence, dating violence or sexual assault programs and coalitions, as well as appropriate State and local law enforcement officials of their work.
- (4) The grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

Does the applicant meet the criteria outlined above?

Yes

No

Culturally Competent Victim Restoration

Provide information in this section regarding how your organization is culturally competent when providing services to victims. Here are some guidelines to follow: Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Travis County operates under a coordinated community response as a means to address domestic violence. Because of this unique partnership, our office is able to refer clients to a number of external organizations that can provide individualized services that will meet the needs of each victim. For example, we provide referrals to Saheli (a nonprofit organization serving Asian women in abusive relationships), American Gateways (immigration services), Deaf Services, Refugee Services of Texas, Catholic Charities, amongst others. Because our office has a tie to these organizations, we are able to ensure that our clients' cultural needs are being addressed, acknowledged and respected. Many times, there are cultural norms and expectations underlying an unhealthy pattern within a relationship, specifically in regards to domestic violence. Being able to understand this is a key component in starting where the client is and helping the victim to feel empowered enough to leave an abusive relationship. Because of these factors, cultural competency is extremely vital in order to ensure successful communication and strong rapport-building with victims. Our office assists victims of family violence cases to obtain U-Visas (residency). Often times, immigrants are hesitant to report violent crimes due to fear of deportation. Helping victims acquire residency as a result of their disclosure and cooperation encourages victims to come forward and report crimes and in turn, that holds abusers accountable and helps ensure victims and their families stay safe. We also remain culturally competent by attending trainings, webinars and staying current in best practices. We also guarantee culture competency by ensuring that many of our victim counselors are Spanish-speakers. The county also provides sign language interpreting services for our deaf clients. Our office values and acknowledges that victims of family violence come from diverse cultures and therefore, are greatly impacted by their background. It is important to know how different cultures may react to issues surrounding domestic violence because that will impact the way the victim feels, how they view the system, and possibly their willingness to reach out for help or be cooperative with law enforcement.

Culturally Specific and Underserved Populations

UNDERSERVED POPULATIONS - The term 'underserved populations' means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.

CULTURALLY SPECIFIC - The term 'culturally specific' means the program is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g))).

The term 'racial and ethnic minority group' means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.

The term 'Hispanic' means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

The organization must do more than merely provide services to an underserved population or culturally specific group; rather, the organization must provide culturally competent services designed to meet the specific needs of the target population in order to justify a yes response in the section below.

Does your agency serve culturally specific or underserved populations?

- Yes
- No

If you answered **YES** to the question above you must explain how in the box below.

Forensic Medical Examination Payments

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the

victim arrived at the facility within 96 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. The evidence collection portion of the exam is to be paid by law enforcement per state law. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Polygraph Testing Prohibition

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Judicial Notification

Offenders involved in a protection order are not allowed to possess a firearm unless the offender is a peace officer who is actively engaged in employment as a sworn, full-time paid employee of a state agency or political subdivision.

Criminal Charges

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, or witness subpoena.

Nondisclosure of Confidential or Private Information

Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

Victim Referral Process

Describe how victims are referred to your agency:

There are many ways that victims are referred to our office. Most predominantly, referral happens through law enforcement intervention. Child Protective Services, the prosecuting office, or local women and children shelters may refer a victim, as well. Hearing about our services may also result from word of mouth, such as from family, friends or a clergy member at the victim's place of worship.

Statewide Priorities

Applicants must address one or more of the following statewide priorities (enter 'N/A' if not applicable):

Improve the criminal justice system response to victims of violence against women.

Provide a brief explanation:

Because victims may often feel overwhelmed by the criminal justice system, our office continues to conduct victim outreach. As a way to improve our office's response to victims, victim outreach allows us a means with which to increase initial contact with victims. Thus, promoting our efforts to listen, understand and empathize with victims. During victim outreach we aim to empower victims by documenting their account of the incident, as well as their wishes as to what final disposition they want from the criminal case. We also educate victims about the dynamics of domestic violence, as well as what to expect with the criminal case. We discuss restitution, court updates, and provide community referrals. Furthermore, victim outreach allows the victim to know that their voice is being heard, and also provides the victim with a personal contact at our office. Outreach also allows us to safety plan with victims and offer assistance in obtaining a protective order.

Improve court services regarding domestic violence, sexual assault, dating violence, and stalking.

Provide a brief explanation:

This grant project focuses its efforts on accelerated prosecution, this is the notion that we have one intake attorney to file and prepare our criminal cases. Because we have this specialized position, we are able to file cases in a timely manner, and able to move the case throughout the criminal justice system much faster. Being able to reach a final disposition at a faster pace ensures that a defendant is held accountable for his/her actions, and therefore, is able to follow through on the terms of that identified disposition (i.e. jail, counseling, probation). Delaying court cases only makes cases more difficult to prove and can be a safety risk for the victim. Having attorneys and victim counselors who are both trained in understanding the dynamics of domestic violence and how to interact and support these victims throughout the process is also extremely beneficial to enhancing court services. Strengthen victim restoration.

Provide a brief explanation:

Strengthening victim restoration is a top priority that this grant project seeks to address. Our victim counselors meet with victims who are either involved with a criminal case or who are seeking a Protective Order. Victim Counselors offer short-term counseling and will provide services like: domestic violence education and awareness, reflective listening, normalizing and validating a victim's experience, crisis intervention, to name a few. Victim Counselors help victims to complete the forms needed to relocate to a confidential location which in turn, increases victim safety. Victim Counselors also offer referrals to external agencies that are able to provide long-term counseling. Victims also receive referrals to other agencies that can assist with services such as assistance with housing, employment, legal representation, health wellness, immigration services, etc. Our office recognizes that without victim restoration, we have not done our job or met our ultimate goal.

Increase collaboration and communication across all levels of government and among all victim services.

Provide a brief explanation:

N/A

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift

Enter the Address for the Civil Rights Liaison:

HRMD 700 Lavaca, Suite 420, Austin, TX 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854-6044

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Violent Crimes Against Women Criminal Justice and Training Projects - Domestic Violence, Sexual Assault, Dating Violence, and Stalking Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

On average, Travis County files 3,000 Family Violence cases a year through Court 4. This high volume of cases can negatively affect the length of time it takes for each case to reach a disposition. For instance, the longer it takes to reach a disposition, the harder it is to prove a criminal case, and the greater the likelihood that the victim is either unavailable or has reconciled with the batterer. In addition, the larger it takes to reach a disposition, the longer it takes for a defendant to be held accountable for his actions. Our second Problem statement: Every year, Travis County sees an increase in the number of applicants who come to our office to seek a protective order. That growing population, paired with the victims in criminal cases, means that we continue to need more victim counselors to meet these increasing demands. Victims of family violence cases and applicants of protective orders are in need of guidance, support, and information as a means to ensure victim restoration and safety.

Supporting Data:

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Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

Throughout 2013, our grant funded intake attorney requested 911 takes and crime scene photographs during the intake process. Specifically, there were 1,386 crime scene photos requested, as well as 1,786 911 calls. Being able to request and receive this evidence in a timely manner is an absolutely vital key to ensuring dispositions are reached in a timely manner. Our office consistently files over 2,600 county court 4 cases every year. Thus, having this grant funded, court 4 intake attorney position influences and improves the way our office is able to operate. The Travis County Attorney's Office has watched the number of jury trial settings decrease in County Court 4 due to the accelerated prosecution program provided by this funding. As recently as January 2013, there were 292 jury trial settings, and as of December 2013, there were only 264 jury trials. While we understand that these numbers can fluctuate, our goal is to stay under 300 and we have been successful at meeting this goal.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The Community Plan identifies areas of priority related to domestic violence that this grant project will address. More specifically, Priority A describes the need for "additional personnel and resources for law enforcement, prosecutors and the court to solve violent crime and improve public safety." A described goal is to "provide resources and support for the effective prosecution and adjudication of violent crimes." One way this goal can be reached is by "increasing information sharing to enhance prosecution efforts, provide more successful outcomes for victims and identify serial offenders and trends." With accelerated prosecution, our office is able to meet all of the goals and statements outlined above. With our streamlined intake process, we have one intake attorney for all court 4 cases. Having one person in this position ensures continuity and reliability. This position serves as the catalyst that will ensure that our criminal cases are able to reach a final disposition sooner because evidence is able to be requested and collected, and the file then gets prepared for prosecution. Having a prosecutor housed with Austin Police Department helps ensure that our office has the ability to share information that increases direct communication and strategy building for each case. Our victim counselors and victim counselor interns make much needed outreach to victims, thereby increasing public safety through safety planning and offering protective order application assistance, amongst other vital services.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

This grant project's goal is to expedite the processing and disposition of cases so that victim restoration can begin sooner, safety can be facilitated for victims and our community, and accountability can occur for the perpetrator. Because treatment and counseling can only be mandated for an offender once a disposition is reached, it is even more imperative that our office is able to focus our efforts towards reaching some type of conclusion for cases. In addition, we seek to provide timely and thorough outreach and safety planning to victims, assess their needs and provide counseling and referrals as necessary.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

N/A

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:
 Travis County's project is on schedule in accomplishing the stated objectives.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The Travis County Attorney's Office seeks to address the problem of a historically slow intake process for criminal cases that delays reaching a final disposition. Consequently, this delayed process has a negative impact on victim outreach and can hinder evidence gathering, which in turn, impacts effective prosecution. Our office also seeks to maintain efficiency in prosecuting family violence cases in addition to working with the victims of these cases to promote victim restoration and safety. The reason why this accelerated prosecution grant has been successful in previous years is because of the linear flow that naturally occurs within our established system. Our intake attorney promptly files criminal cases and prepares the case for prosecution. The attorney in this position can plan case strategy and make recommendations for punishment early on in the process. Funding this position allows prosecutorial staff to build rapport earlier with victims, which is yet another key component to effective prosecution. During this time, our victim counselors and victim counselor interns work with victims to discuss their options and rights, get their input on the case, and provide safety planning. Victim counselors assist victims with the needed paperwork to file a protective order and discuss how they can gain access to valuable resources. The victim counselors remain a fundamental ingredient to this project as they are able to support victims much sooner and offer ongoing support and accompaniment on court days. It is important to note that our office is no longer requesting funding for the part-time prosecutor position, as we did last year. Travis County was fortunate enough to secure funding for that position, but we are still seeking funding for the full-time intake attorney position and part-time summer victim counselor, as we have in years' past. To summarize, accelerated prosecution increases the likelihood for victim cooperation and batterer accountability. With accelerated prosecution, subpoenaed police officers are able to recall and testify to specific details about the incident and their interactions with the victim, which can be extremely beneficial to prosecution. Our office recognizes that the longer a case takes to reach a disposition, the harder a case is to prove and the harder it is to impose accountability on a defendant. Victims of family violence face increased danger and risks to their safety during the prosecution phase. Our office seeks to expedite the processing of cases so that victim restoration can begin sooner and safety can be facilitated for victims and our community.

Project Activities Information

Type of Crime Victim

Select the type(s) of crime victim this project targets and provide the percentage of time dedicated to serving each category of crime victim. You may select more than one type; however, the sum of the percentages may not exceed 100%.

Sexual Assault Percentage (%):

0

Domestic Abuse Percentage (%):

100

Stalking Percentage (%):

0

Dating/Acquaintance Percentage (%):

0

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Legal Advocacy	25.00	The Victim Counselor and Victim Counselor Interns will perform the following legal advocacy tasks: 1) assess a victim's safety and provide safety planning; 2) seek victim input on family violence criminal cases; 3) provide victim with information regarding their rights and options; 4) inform victims on the status of a criminal case; 5) assist with application for a protective order; 6) provide referrals for services that will assist with victim restoration; 7) provide in-court accompaniment
Prosecution	75.00	The intake attorney performs the following prosecution tasks: 1) reviews family violence and related criminal complaints; 2) files formal criminal charges of crimes related to family violence; 3) makes punishment recommendations; 4) develops case strategy that starts at the date of filing; 5) performs negotiations; 6) prepares

		case for trial; 7) collects, organizes and prepares evidence and other legal materials.
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Geographic Area:
Travis County.

Target Audience:
The Travis County Attorney's Office's Accelerated Prosecution program serves victims of family violence and the office prosecutes perpetrators of family violence.

Gender:
The Travis County Attorney's Office's Accelerated Prosecution program serves all victims of family violence, whether they identify as male, female, or transgendered, but the majority of victims are women.

Ages:
The Travis County Attorney's Office Accelerated Prosecution program serves all victims of family violence regardless of age, but the majority of victims are 18 years of age and older.

Special Characteristics:
N/A

Measures Information
Progress Reporting Requirements
Outcomes Reported to Texas A&M University, Public Policy Research Institute (PPRI):

In addition to the measures listed below, all programs will be required to report the number of victims/survivors who returned to the agency as a result of a new victimization either by the same perpetrator or a new perpetrator. Note: This does not include victims returning to your agency to continue their treatment. This measure will be used to measure the efficacy of the services provided in the restoration of the victim to full mental, physical, and emotional health.

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of times survivors are accompanied to court.	53	75
Number of sexual assault, domestic violence and / or stalking cases filed.	2645	3000
Number of victims seeking services who were not served.	0	0
Number of victims / survivors seeking services who were served.	555	500
Number of survivors assisted through the legal process.	555	500
Number of sexual assault, domestic violence, and / or stalking cases referred.	3192	3000

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Number of charges dismissed or acquitted.	904	800
Number of cases resulting in conviction or deferred adjudication.	471	550

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the

entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2013

Enter the End Date [mm/dd/yyyy]:

9/30/2014

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

11866603

Enter the amount (\$) of State Grant Funds:

3306595

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

- Yes
- No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the Date of the Last Single Audit

2/22/2013

Equal Employment Opportunity Plan (EEO)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;

- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Dana Hess, 854-9165, 700 Lavaca, Suite 420, Austin, TX 78701

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal

or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or

- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

FFATA Certification

Certification of Recipient Highly Compensated Officers - The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- Yes
- No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- Yes
- No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):
0

Position 2 - Name:

Position 2 - Total Compensation (\$):
0

Position 3 - Name:

101

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

Fiscal Capability Information Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

Yes

No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

Yes

No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

Yes

No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
- No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Advocate	This Full-Time Victim Counselor works with victims in Family Violence cases. This position acts as 60% for the match. This counselor provides support, referrals, education and guidance to victims in criminal cases or protective orders. This position also helps accelerate prosecution by gathering victim input and relaying this information to prosecutors. At 60% match, salary is \$25,217 and fringe is \$9,000, for a total of \$34,217.00.	\$0.00	\$34,217.00	\$0.00	\$0.00	\$34,217.00	60
Personnel	Advocate	1 Part-Time Victim	\$6,910.00	\$0.00	\$0.00	\$0.00	\$6,910.00	17

		Counselor for Summer 2015 that provides support, education, and resources to victims of family violence. This counselor will provide 360 hours of work (\$17.80 per hour, for 20 hours per week). Salary for this position is \$6,410 with a fringe of \$500, for a total of \$6,910.				0		
Personnel	Advocate	2 University of Texas School of Social Work Student Interns/Volunteers that provide support, education and resources for victims of family violence. This position increases the speed of prosecution by gathering victim input for criminal cases. These positions also assist victims who are applying for protective orders by providing legal assistance, counseling and advocacy. Each intern provides 480 hours of work for an in-kind match of \$17.80 per hour, and for a total in-kind match of \$17,088.	\$0.00	\$0.00	\$17,088.00	\$0.00	\$17,088.00	46
Personnel	Attorney	1 FTE Intake Attorney (Prosecutor) for the TCAO Family Violence Division. An intake attorney, who possesses experience and training related to domestic violence, will file our criminal cases at a faster capacity. This process	\$78,964.00	\$0.00	\$0.00	\$0.00	\$78,964.00	100

		results in accelerated prosecution, which in turn, results in cases reaching a disposition in a faster capacity. With a 3% increase in cost allocation, salary is \$58,964 and fringe is estimated to be \$20,000.						
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Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
Intern Hours	In Kind Match	\$17,088.00
Travis County General Revenue Fund	Cash Match	\$34,217.00

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$51,305.00	\$34,217.00	\$17,088.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Personnel	\$85,874.00	\$34,217.00	\$17,088.00	\$0.00	\$137,179.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$85,874.00	\$34,217.00	\$17,088.00	\$0.00	\$137,179.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** ATrejos

THE STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION

WHEREAS, The County Commissioners of Travis County, Texas finds it in the best interest of the citizens of Travis County, that the Travis County Attorney's Office operate the Family Violence Accelerated Prosecution Program; and

WHEREAS, the Commissioners of Travis County have agreed to provide the minimum matching percentage for the said project as required by the Office of the Governor, Criminal Justice Division, grant application; and

WHEREAS, County Commissioners of Travis County agrees that in the event of loss or misuse of the Criminal Justice Division funds, the County Commissioners of Travis County assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, County Commissioners of Travis County designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOVLED that the County Commissioners of Travis County, Texas approves submission of the Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking Solicitation grant application to the Office of the Governor, Criminal Justice Division for support of the Travis County Attorney's Office's Family Violence Accelerated Prosecution Program.

Signed by: _____
Samuel T. Biscoe
Travis County Judge

Passed and Approved this _____(Day) of _____(Month), 2014 (Year)

Grant Application Number: 2104406

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TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:

SAP #:

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Civil Courts (122)	
Contact Person/Title:	Darlene Byrne, Judge, 126th District Court / Peg Liedtke, Director of Civil Courts	
Phone Number:	854-9300 / 854-9364	

Grant Title:	Family Drug Treatment Court (Grant #1974708)		
Grant Period:	From: <input style="width: 100px;" type="text" value="Sep 1, 2014"/>	To: <input style="width: 100px;" type="text" value="Aug 31, 2015"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor, Criminal Justice Division's Drug Court Program		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 71,582.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 71,582.00
Operating:	\$ 66,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 66,300.00
Capital Equipment:	\$ 1,978.37	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,978.37
Indirect Costs:	\$ 2,797.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,797.00
Totals:	\$ 142,657.37	\$ 0.00	\$ 0.00	\$ 0.00	\$ 142,657.37
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0.00	\$ 0.00	\$ 0.00	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JC	
County Attorney	<input checked="" type="checkbox"/>	JK	

Performance Measures					
#	Measure	Actual FY 12 Measure	Actual FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ -	Applicable Departmental Measures				
1.	Number of new enrollments in the program	27	29	24	25
2.	Number of participants in the program	56	57	48	55
3.	Number of people assessed for eligibility to participate in the program	42	36	32	30
+ -	Measures for the Grant				
1.	Number of participants employed or enrolled in school at the time of drug court graduation	9	14	8	9
Outcome Impact Description		Indicates the number of participants who are employed full or part time or who are enrolled in GED preparation or a vocational or college program at the time that they successfully complete the drug court program.			
2.	Number of participants that earn a GED, high school diploma, or vocational training credential while in the program	2	0	2	2
Outcome Impact Description		Indicates the number of program participants that earn some sort of certification or degree, including a GED or high school diploma while they are participating in the FDTC program this fiscal year			
3.	Number of participants that successfully complete the program	14	17	10	12
Outcome Impact Description		Indicates the number of successful graduates from the FDTC program this fiscal year.			

PBO Recommendation:

This grant application is to continue the intensive services provided to parents with substance abuse problems that are in the family court system for FY 2015. The performance measures indicate that the current year performance measures are on track to being met. There is no county match required. PBO recommends approval of this application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The mission of the FDTC is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices. The vision of the FDTC is for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children. The Family Drug Treatment Court is vital to the families in our community. There is a great need for child abuse and neglect prevention programs that target substance abusing parents. Through intensive services, monitoring, and case work, the Family Drug Treatment Court ensures that all children remaining with custodians in drug court will experience safe and nurturing permanent homes. The Civil Courts are requesting approval to submit the application for continued funding for the Travis County Family Drug Treatment Court program in FY 2015. The application is for a grant with the Office of the Governor's Criminal Justice Division Drug Court Program Grant. The Drug Court currently has a Drug Court Coordinator that would continue with the approval of this grant.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The Civil Courts intend to request subsequent year continuation funding for this program through proposals submitted to Federal and State government, as well as private foundations. The use of county funds are not anticipated at this time.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no match requirements associated with this grant.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

Indirect costs of two percent are allowed under this funding source and have been included in the grant application.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

The Family Drug Treatment Court program and associated improvements in service delivery will not discontinue upon discontinuance of grant funding. The Civil Courts will leverage existing funds, staff and County resources to sustain this project. We intend to request subsequent year continuation funding for this project through proposals submitted to the Federal and State government. Subsequently, the County will have the opportunity to consider investment in staff positions and the program in areas of the Civil Courts.

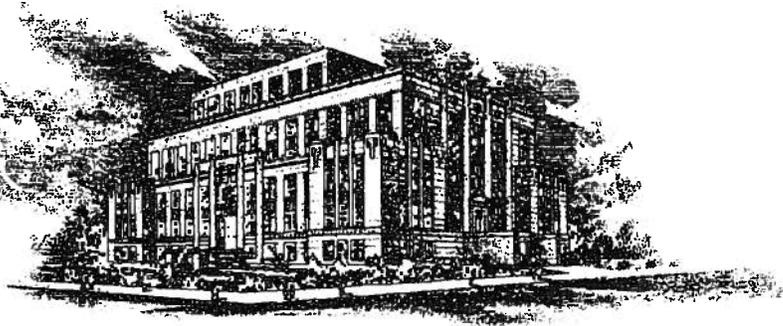
6. If this is a new program, please provide information why the County should expand into this area.

Not applicable.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The Family Drug Treatment Court is vital to families in our community. There is a great need for prevention programs that target substance abusing parents for child abuse and neglect cases. In response, the Travis County Civil Courts have developed and implemented a Drug Court. The purpose of the drug court is to protect the safety and welfare of children through a court-based system that gives parents the tools they need to become sober, responsible caregivers. The impact will be recognized in improved re-unification, family organization and cohesion.

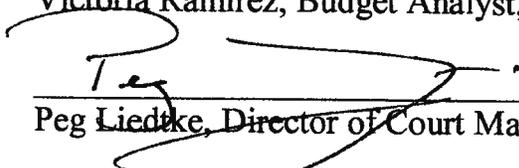
To successfully evaluate the performance of the drug court, the court has documented the implementation and development of the program using a comprehensive process and outcome evaluation design. The design will be used to assess the effectiveness of the program. The Drug Court Coordinator (grant-funded) position, oversees the collection, management, analysis, interpretation and reporting as required.



Office of the District Judges
Herman Marion Sweatt Courthouse
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Victoria Ramirez, Budget Analyst, Planning and Budget Office

FROM: 
Peg Liedtke, Director of Court Management, Civil Courts

DATE: February 12, 2014

RE: Grant Application Approval, Criminal Justice Division's Drug Court Program Grant - Family Drug Treatment Court (FDTC)

The Civil Courts are requesting grant application approval to seek funding to continue the Family Drug Treatment Court (FDTC) program from the Governor's Office Criminal Justice Division - Drug Court Program.

There is a great need for prevention programs that target substance abusing parents for child abuse and neglect cases. The continuation of the Travis County Family Drug Treatment Court (FDTC) is vital to families in our community. The purpose of this court is *to protect the safety and welfare of children through a court-based system that gives parents the tools they need to become sober, responsible caregivers.*

Please review this item and place it on the agenda for Commissioners' Court for their consideration. Thank you in advance for your attention to this matter. If you have any questions or concerns, please feel free to contact me at extension 4-9364.

Agency Name: Travis County
Grant/App: 1974708 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

Project Title: Family Drug Treatment Court
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460001922000

Application Eligibility Certify:

Created on:1/17/2014 1:05:20 PM By:Michelle Kimbrough

Profile Information

Applicant Agency Name: Travis County
Project Title: Family Drug Treatment Court
Division or Unit to Administer the Project: District Courts/ Civil Courts
Address Line 1: 1000 Guadalupe St.
Address Line 2:
City/State/Zip: Austin Texas 78701-1748
Start Date: 9/1/2014
End Date: 8/31/2015

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments
Headquarter County: Travis
Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: sam.biscoe@co.travis.tx.us
Address 1: Post Office Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9555 Other Phone:
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Peg Leidtke
Email: peg.liedtke@co.travis.tx.us
Address 1: 1000 Guadalupe St.
Address 1:
City: Austin, Texas 78701
Phone: 512-854-9364 Other Phone:
Fax: 512-854-9332
Title: Ms.
Salutation: Ms.

Financial Official

User Name: Nicki Riley
Email: nicki.riley@co.travis.tx.us
Address 1: 700 Lavaca Street Suite 1200
Address 1:
City: Austin, Texas 78701
Phone: 512-854-9125 Other Phone:
Fax:
Title: Ms.
Salutation: Ms.

Grant Writer

User Name: Michelle Kimbrough
Email: michelle.kimbrough@co.travis.tx.us
Address 1: 1000 Guadalupe
Address 1: P.O. Box 1748
City: Austin, Texas 78767
Phone: 512-854-8876 Other Phone: 512-656-1536
Fax: 512-854-5907
Title: Ms.
Salutation: Ms.

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide services to all others
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460001922000
Data Universal Numbering System (DUNS): 030908842

Narrative Information

Primary Mission and Purpose

The Specialty Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 121 of the Texas Government Code.

Funding Levels

The anticipated funding levels for the Specialty Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: *If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

Program Requirements

* *The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.*

Preferences

Preference will be given to:

1. mandated drug courts under Texas Government Code, §123.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public (DPS) Safety as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Specialty Court Program Requirements

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Specialty Court programs that provide court-supervised substance abuse treatment as an alternative to traditional criminal and civil sanctions, as defined in Chapter 121 of the Texas Government Code, must incorporate the essential characteristics of the respective specialty court type established under Chapter 122, 123, 124, or 125 of the Texas Government Code in order to be eligible for funding.

Specialty Court Type

- Adult - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- Family - Programs serving parents who enter the specialty court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- Veterans - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.
- Mental Health - Programs serving individuals who are suspected by a law enforcement agency or court of having a mental illness or mental retardation.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Mental Health
- N/A

Will the specialty court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Essential Characteristics

Describe in detail below how your program meets each of the specified essential characteristics:

Family Specialty Court Program

Integration of Services - The integration of substance abuse treatment services in the processing of civil cases in the child welfare system with the goal of family reunification.

Comprehensive Case Management - Comprehensive case management approach involving Department of Family and Protective Services caseworkers, court-appointed case managers, and court-appointed special advocates to rehabilitate a parent who has a child removed from the parent's care by the department because of suspected child abuse or neglect and who is suspected of substance abuse.

Prompt Placement - Early identification and prompt placement of eligible parents who volunteer to participate in the program.

Assessment - Comprehensive substance abuse needs assessment and referral to an appropriate substance abuse treatment agency.

Treatment - A progressive treatment approach with specific requirements that a parent must meet to advance to the next phase of the program.

Abstinence Monitoring - Monitoring of abstinence through periodic alcohol or other drug testing.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations.

Describe Below:

The FDTC Charter (uploaded with this application) reads, "The primary goals of the FDTC are equivalent to the 10 Key Components of drug courts...FDTC integrates alcohol/ drug treatment services within the civil court system through ongoing communication by a multi-disciplinary team of professionals (see "members of your project's team" under project activities). Most of the team are present for staffing, hearings, monthly meetings to discuss operations, and any other committee meetings. Team members hold a variety of professional licensures. The FDTC is unique in the state of Texas in that the parents all start the CPS lawsuit without the state having temporary custody of their children. All cases start as Court Ordered Services and often, parents live with their children throughout the life of the case under the accountability of the Court. In this way, the team is committed to family reunification and keeping children with their parents without the need for costly foster care arrangements. Most team members communicate regularly via email and telephone. Often team members attend face to face meetings with parents to discuss service needs, concerns, and successes. These communications incorporate both parents' and their children's needs and issues. The Case Management (CM) team, which includes all social workers and substance abuse treatment professionals meets twice a month for case management staffing. During these meetings, additional services for parents and children are assessed and specific tasks are assigned. The parents' attorneys and the Judge are not present for these meetings because the purpose is not to create Court orders, but to successfully assess participant and children's needs and provide appropriate services including those for housing, employment, therapy, mental health care, and substance abuse recovery. FDTC participants also receive CM services through a housing needs assessment and services with the housing case manager, domestic violence advocacy through Safe Place, if necessary, and frequent meetings with CPS and the guardian ad litem for the children in their home at least once a month. Parents and children also meet, as necessary, with one of the child therapists to improve on parenting and obtain services for the children. All parents engage in peer recovery coaching to set goals such as paying driver's license surcharges, setting boundaries with family members, or filling out job applications. CPS identifies potential participants for the FDTC prior to filing the lawsuit. Participants must be parents of a child age 0-5, must have a substance use disorder diagnosed by a qualified professional, and must meet other criteria. After a lawsuit is filed, it takes approximately 1-2 weeks for the participant to be enrolled in FDTC. Sometimes participants are enrolled prior to the first (show cause) hearing and most parents are already enrolled in inpatient treatment. Participants enrolled in FDTC are assessed by a substance abuse treatment professional. In most cases, this occurs prior to enrollment in FDTC with the use of federal and local funding that provides for 30-90 days of inpatient treatment. Parents are Court ordered to follow treatment recommendations. They also access local intensive outpatient treatment programs, aftercare programs, peer recovery coaching services, transitional/ sober housing, and other services based on their level of need and funding availability (see treatment resources under project activities). Two of the FDTC team members are LCDCs. FDTC also routinely provides participants with mental health care, medical referrals, literacy services, and/or access to other specialized resources through community and grant funding. A coordinated strategy governs FDTC responses to participants' compliance through the use of a documented system of incentives and sanctions designed by the steering committee. A chart of these is utilized as a guideline during every FDTC staffing. An example of a consequence is that when a parent misses a drug test, he/she is assigned 8 hours of community service for the first missed test. An example of a program incentive is that participants who have followed all Court orders are allowed to obtain a gift from a "treasure box" containing donated items. The program has four phases and is designed to last for 12-18 months. The FDTC monitors abstinence through frequent testing for alcohol/ drug use with policies outlined under project activities later in this application. The FDTC participants receive ongoing judicial interaction with one designated FDTC Judge, who also hears their case on the regular CPS docket. As participants progress through the program, their number of monthly interactions with the Judge decreases as their phase in the program increases. During hearings, the participant and the Judge engage in communication/ interaction directly with minimal feedback by the team, as Judge interaction with the team occurs during staffing. The FDTC Charter has a section that emphasizes the team's commitment to program evaluation. Criteria that are evaluated, assessed, and shared amongst the team as tools for improvement are self-sufficiency of participants, abstinence and law-abiding behavior, child safety, and cost-benefit analysis. The FDTC maintains an on-line database and collects data on child placement outcomes, demographics, treatment episodes, services provided, re-referrals to CPS, re-filings with the Court, arrests while in the FDTC program and thereafter, and achievement of educational and employment goals. This data is shared with local and grant funding sources. The PIR grant has an evaluation that includes a control group. Fiscal year 2014 is the final year of the grant and the final evaluation is anticipated in the spring. This will include a cost-benefit analysis and individual case studies of participants. The project evaluator published an article in the professional journal, Child Welfare (uploaded with this application). The FDTC provides the team members with several training opportunities each year including attendance to NADCP and TADCP conferences. Last year, 11 team members attended conferences and professional trainings specific to drug court practice. The FDTC team is also provided with a local, multi-disciplinary training opportunity at least 4 times a year hosted by the PIR director. Topics for these trainings have included the effects of prenatal drug exposure, the effects of trauma on parenting, medication assisted treatment, and the difference between abstinence and recovery. In 2013 the FDTC team participated in a one-day training focused on team building, communication, and interacting with different personalities. The FDTC forges partnerships among drug courts, public agencies, and community-based organizations and generates local support that enhances drug court program effectiveness. Since 2008, representatives have presented the mission and goals of the program to the Travis County Commissioner's Court, the Austin City Council, members of the local media, Manos de Cristo dental clinic, private dentists, physicians, psychiatrists, St. Louise House transitional housing services, Workforce Solutions, Blackland Community Development Corporation, Oxford House and other sober living home management, local and statewide substance abuse treatment facilities, the Medical Assistance Program of the City of Austin, Safe Place, the Department of Assistive and Rehabilitation Services (DARS), Lone Star Circle of Care, and many other governmental, non-profit, and private organizations. Many of these organizations have formal or informal agreements with the FDTC. The Austin American Statesman published an article about the program in 2009.

General Approaches

- Pre-adjudication - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- Post-adjudication - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- Reentry - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- Civil - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this drug court.

Select **all** that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation

The specialty court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one specialty court staffing session and hearing, in Texas, prior to program implementation.

Policies and Procedures

The specialty court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing

The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Program Notice

Unless the following provisions have already been met, pursuant to Section 121.002 (c) (1) of the Texas Government Code, the applicant will submit written notice of the program, any resolution or other official declaration under which the program was established, and a copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program to the Governor's Criminal Justice Division.

Jurisdiction

Provide the name of the court administering the Specialty Court program (e.g., 999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

126th Judicial District Court of Travis County (Civil Courts)

Specialty Court Start Date

If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

2/18/2008

Presiding Judge

The presiding judge of a specialty court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over specialty court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Specialty Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

The Honorable James Arth Associate Judge for the Travis County Civil District Courts 512-854-9300 james.arth@co.travis.tx.us

Specialty Court Coordinator

Enter the name, phone number and email address of the Specialty Court Coordinator. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Specialty Court Coordinator usually monitors the operation of the Specialty Court, supervises Specialty Court staff, participates in Specialty Court judicial staff meetings, prepares and oversees Specialty Court contracts with service providers, maintains data on Specialty Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Specialty Court.

Michelle Kimbrough, LCSW, Travis County Family Drug Treatment Court Coordinator 512-854-8876 office 512-656-1536 cell michelle.kimbrough@co.travis.tx.us

Federal Funding

Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the specialty court ever applied for **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

Has the specialty court ever received **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

OOG/ CJD provided federal grant funding to the Family Drug Treatment Court from the Department of Justice Edward Byrne Memorial Justice Assistance Grant Program for grant periods of 09/01/07-08/31/08 and 09/01/09-08/31/10. For the grant period of 09/01/07-08/31/08 state funding was switched to federal funding part-way through the grant period. The amount of federal funding awarded was \$84,419.75. For the grant period of 09/01/09-08/31/10 the amount of federal funding awarded was \$108,307.48. Both of these grants were utilized in prior fiscal years and will not affect funding for fiscal year 2014-2015. Although the following two sources of funding are not awarded to the Travis County Civil Courts directly, they are awarded to another agency within Travis County and directly benefit parents and children involved in the Family Drug Treatment Court (FDTC) program: The Office of Juvenile Justice and Delinquency Prevention (OJJDP) awarded Travis County Health and Human Services and Veterans Service (HHS/VS) a \$550,000 grant for a period of 3 years to support the children of the FDTC program participants. This grant runs from 10/01/11-9/30/14 and is entitled "The Children's Continuum." The funding provides for a full-time case aide to transport children to medical, psychological, developmental and other appointments and to facilitate visitation between parents and children when the children are not placed in their parents' care. The grant provides for a full-time child therapist to conduct assessments on all of the children and to properly refer them to necessary developmental, medical, and therapeutic services. The therapist conducts evidenced-based Child-Parent Psychotherapy between parents and children when there is concern about the quality of the parent/child bond. Grant funding also provides the children with developmental and psychological therapies, parenting training, behavioral aides, tutors, mentors, and specialty therapies such as art, music and equine therapy. Finally, funding provides for training opportunities for the entire FDTC team and allows at least one (usually more) team members to attend the National Association of Drug Court Professionals annual training conference. Another federal funding source for participants of the FDTC program is the Parenting in Recovery (PIR) grant. The original grant award was for \$2.5 million to the Travis County HHS/VS office from the National Center for Substance Abuse and Child Welfare and the Substance Abuse and Mental Health Services Administration. The grant was for a period of 5 years running from 10/1/07 to 9/30/12. Last year the grant was extended for an additional two years (running from 10/1/12-9/30/14) in the amount of \$981,000. The PIR extension grant continued some services already provided to FDTC families and provided additional services and supports for the extended grant period. The PIR program continues to serve 18 - 20 mothers per year that are also participants in the FDTC program. Although all PIR participants are in the FDTC, not all FDTC participants are in PIR. This reality is due to the fact that PIR only serves mothers and their children and the FDTC program serves both parents and their children. The majority of PIR funding continues to be devoted to 90 days of inpatient substance abuse treatment and housing expenses for a period of up to 9 months. The funding also continues to provide for wrap around support services that include but are not limited to dental care, utility bill assistance, medications, psychiatric treatment, peer recovery coaching, and other services. Additionally, funding provides for a part-time housing case manager that assists families with applying for and finding appropriate housing in the Austin area. New services and supports provided by the Parenting in Recovery extension grant include funding for one full-time Attorney Ad Litem position to represent the children of the FDTC participants. (Although all

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) - Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift

Enter the Address for the Civil Rights Liaison:

700 Lavaca Suite 420 Austin, Texas 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854-6044

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Specialty Court Program Solicitation.

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I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

A significant number of child abuse/neglect civil lawsuits in Travis County involve the substance abuse issues of at least one parent. There is also evidence to suggest that the number of confirmed child victims of abuse/neglect and the number of Child Protective Services (CPS) initiated civil lawsuits in Travis County is increasing. Child abuse/neglect cases due to parental substance abuse issues pose immense challenges for the Travis County Civil Court System, local child welfare systems, and treatment providers. Due to the complex nature of substance abuse issues and the amount of intervention necessary to begin the journey of recovery for a lifetime, the existing family court and child welfare systems alone are not equipped to handle these cases effectively. Parents have sometimes continued their addictions while their children, unable to return home, have languished in foster care or been placed for adoption with strangers. The Travis County Civil Courts believe that the Family Drug Treatment Court (FDTC) effectively commences parents on the lifetime journey of recovery from substance abuse issues, assists them in safely parenting their children, stops the cycle of abuse/neglect, and establishes permanency for children in a timely manner.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

In Region 7 (the region including Travis and several surrounding counties), CPS reported serving 10,370 families with substance abuse issues in fiscal year 2012 and 10,810 families with substance abuse issues in fiscal year 2013. These families represented, respectively, 46% and 47.9% of the total number of families served. They also represented, respectively, 72.6% and 74.3% of the families in Family Based Safety Services (the stage of service for most of the FDTC participants). Additionally, in fiscal year 2013, Travis County CPS reported conducting 7,283 investigations of abuse/neglect, with 3,759 (51.6%) of those investigations related to substance abuse. For 463 of these investigations, a risk factor of "infant born addicted" was indicated by the CPS caseworker (data from CPS state office, 2014). In Travis County, CPS removed a total of 478 children in fiscal year 2012 (note that data is not yet available for fiscal year 2013) and served a total of 1,496 children in substitute care, 956 of which were in foster care. The cost to the state was a total of \$11,696,686 in foster care payments for Travis County children. There is also evidence that these numbers and the costs are increasing. In fiscal year 2012 the number of confirmed victims of abuse/neglect, the number of children removed from their homes, the number of children in substitute care, the number of children in foster care, and the cost of foster care to the state and the federal government were higher than in fiscal year 2010 (Texas Department of Family and Protective Services, Data Books 2010 and 2012). In calendar year 2013, the civil courts of Travis County served a total of 2,021 children with active child abuse/neglect civil lawsuits brought to the attend of the Court through a petition by CPS. This represented an increase from the 1,953 children served in calendar year 2012. Also in 2013, the Travis County civil courts served an average of 724 families with active child abuse/neglect civil lawsuits each month, representing an increase from the averages of 654 and 682 lawsuits per month in 2011 and 2012, respectively. In 2013, the Court added an average of 38 newly filed cases to the docket every month and served an average of 1,204 children each month. These statistics represented an overall increase from 2011 and 2012, respectively, when the Court added an average of 34 and 39 newly filed cases to the docket each month and served an average of 1,168 and 1,185 children each month (Travis County Civil Courts, 2011, 2012, and 2013). To address these problems, Travis County has been serving substance-abusing parents and their children who meet certain eligibility criteria through the FDTC program since February of 2008. The Travis County Family Drug Treatment Court (FDTC) program served 52 families, 60 parents, and 99 children during the Travis County fiscal year of 2013 (10/1/12-9/30/13). Between 2/18/02 (starting date) and 10/18/13, 51% of the children served by the FDTC remained in the care of their parent(s) and 90% were either in the care of their parents or relatives at the close of the lawsuit. These permanency outcomes were compared to the permanency outcomes of a similar group of children whose parents had open lawsuits with the Travis County civil courts and whose parents had substance abuse issues. Within the comparison group, only 41% of the children were in the care of their parent(s) and 89% were either in the care of their parents or relatives at the close of the lawsuit. (For additional statistics on recidivism and success rates see "FDTC CC presentation 11 14 13" as an additional material uploaded with this application.) The Travis County Courts believe the Travis County FDTC has significantly saved tax-payer expenses for foster care and other services for children in the substitute care of the state. During the last fiscal year for the Office of the Governor, 17 parents successfully completed the program, resulting in a graduation rate of 65%. From the date that the FDTC commenced operations on February 18, 2008 to February 3, 2014, the program has served a total of 162 parents, 137 families, and 238 children.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

Page 12 of the Fiscal Year 2012-2015 Travis County Community Plan For Coordination of Criminal Justice and Related Activities indicates that "Travis County needs additional resources to address mental health and substance abuse issues within the criminal justice system" and that this need is a "high" priority. The plan also refers to two goals in order to address this priority. The goals are "to divert from prosecution and use alternatives to jail/prison sentences, when appropriate, in cases involving non-violent offenders with mental illness (and co-occurring disorders) and substance abuse" and "to promote communication, collaboration, and partnerships with respect to offenders with mental illness and substance abuse issues." This priority and these goals are directly in line with the 10 key components of drug courts and the goals of the FDTC program. Although the FDTC is not a criminal drug court program (work is done with respondent parents rather than offenders), participants are diverted into an alternative court docket where they are provided with several services, supports, and accountability through a collaborative process with several child

welfare, substance abuse treatment, legal, and other professionals to assist them in recovering from substance abuse issues and sometimes co-occurring disorders as well. Additionally, most of the FDTC participants have some history with the criminal justice system and/or are involved with adult probation or parole while participating in the FDTC program. A full copy of the community plan can be accessed at:
http://www.capcog.org/documents/criminal_justice/2012_2015%20Travis%20County%20Community%20Plan.pdf.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The mission of the FDTC is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices. The vision of the FDTC is for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children. As stated above, the primary goals of the FDTC are equivalent to the 10 Key Components of drug courts within the context of a family drug court. Additional goals of the Travis Family Drug Treatment Court are as follows: (1) To help substance-abusing parents to begin a lifetime of recovery and sobriety, receive appropriate treatment, and consequently make positive changes in their lives and the lives of their child(ren); (2) To teach parents to safety parent their children and assume the full responsibilities of parenthood; (3) To reduce the incidence of child maltreatment and stop the cycle of abuse and neglect in families; (4) To establish permanency for the child(ren) in a timely fashion and within statutory timeframe.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

The Family Drug Treatment Court (FDTC) has a Cooperative Working Agreement (CWA) with Child Protective Services, the agency that files all petitions requesting Court intervention due to a parent's alleged abuse or neglect of his or her child(ren). When these cases involve a substance abusing parent that meets the criteria for the FDTC, the Court has the option to offer the FDTC program to the parent(s). When a parent's case is involved with the FDTC, CPS comes to the FDTC hearings, works closely with the family, and is a part of the team that makes recommendations to the Court. The FDTC also has a CWA with the Court Appointed Special Advocates (CASA) of Travis County. CASA is an agency that works with the FDTC by providing volunteer advocacy services to the families and children involved with the FDTC. Each family involved with the FDTC has CASA appointed. CASA attends the FDTC hearings, staffing, and makes recommendations to the Court. The FDTC also has a CWA with the Travis County Health and Human Services and Veteran Services Office (HHS/VS). This office receives two federal grants called Parenting in Recovery and the Children's Continuum that provide parent participants of the FDTC and their children with treatment services, housing, and other assistance. Funding for participants and their children comes from both these grants to HHS/VS and HHS/VS contributions of matching funds and in-kind contributions for these grants. These projects involve a collaboration of several Travis County community organizations including the FDTC. All participants in these programs are also participants in the FDTC. The purpose of these CWAs is to ensure these agencies continue to support the goals and objectives of the FDTC.

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

Not applicable.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The presence of abuse and/or neglect due to parental substance abuse poses immense challenges for the court and child welfare systems in Travis County, Texas. Current data suggest an increase in the number of confirmed victims of abuse and neglect, the number of removals of children from their primary caregiver(s), and the number of child welfare related petitions filed in Travis County. Child Protective Services (CPS) and the Civil Courts suspect that many, if not most, of these statistics relate directly to the substance abuse issues of at least one parent. In response, the Travis County Civil Courts have implemented and continue the operations of a Family Drug Treatment Court (FDTC) program. The mission of the FDTC program is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices. It is estimated that this program has already saved the state considerable costs in payment for foster care. The project is that of a specialty court created to serve families who are already involved in the CPS Court system due to substance abuse issues. FDTC activities include an integration of treatment services within the child welfare civil court system; comprehensive case management; early intervention and specialized treatment; comprehensive assessment; progressive

treatment and other services tied to phase advancement; incentives and sanctions; frequent drug/alcohol testing; frequent judicial interaction with program participants; ongoing training and education of multi-disciplinary team members; data collection and program evaluation; and collaborative planning among community organizations, agencies, and governmental entities. Funding will support a specialized court docket, a full-time FDTC coordinator, drug testing services, supplies and equipment for the project operations, and travel and training expenses for project staff. The project seeks to serve 55 parents during the next fiscal year. Progress will be measured by a variety of outcomes including the number of participants who successfully complete the program, the number of participants who are employed and/or enrolled in school at the time of FDTC graduation, and the number of families successfully reunited. Through intensive services, close monitoring by the Court, and case work by FDTC team members, the FDTC seeks for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children.

Project Activities Information Specialty Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants.

The FDTC Charter outlines the Drug Court team members as "representatives who work directly with FDTC participants. The team [is] comprised of representatives from the following entities: Travis County District Attorney's Office, Parent Attorney, Presiding Judge, Child Protective Services, Court Appointed Special Advocates (CASA), Substance Abuse Treatment, Housing, the Drug Court Coordinator, the Parenting in Recovery Project Director, and any other service provider as agreed upon by the [Drug Court Team.]" All of these team members have representation in some form at Operations Committee meetings, Advisory Committee meetings, Drug Court pre-hearing staffing, Drug Court hearings, and/or Sub-committee meetings. The team members' roles in supporting participants are as follows: 1.) Travis County District Attorney's Office - provides legal expertise, advocates the position of Child Protective Services during drug court staffing and hearings, files the original petition for Court intervention, and promotes compliance with statutory legal deadlines in the course of child welfare lawsuits; 2.) The Parents' Attorney - provides legal representation / advocacy to the parent participants in the program, advises each parent about their legal rights and responsibilities to the drug court program prior to the parent signing the contract to participate; 3.) The Judge - provides judicial oversight, incentives, and accountability to the program participants and acts as the leader of the team making the final decision on all Court orders and aspects of the program operations; 4.) Child Protective Services workers and supervisors - provide intensive case management directly to and authorize payment for contract services (for example: individual counseling) for the participants in the program, monitor participants and their children in the home for issues of child safety, and report to the coordinator and the Court on an ongoing basis; 5.) CASA of Travis County - provides advocacy for the children by closely monitoring their needs and services and supports the children's best interests through the support of their parents' recovery and progress in the drug court program; 6.) Substance Abuse Treatment (currently Austin Recovery) - acts as the primary treatment provider for program participants by providing inpatient, outpatient, and aftercare treatment services and provides ongoing education and clinical expertise to the team during weekly staffing and other team meetings; 7.) Housing provider (currently Foundation Communities) - provides housing and case management services to some program participants funded by Parenting In Recovery grant, provides expertise to the other team members regarding issues of housing and homelessness; 8.) The Drug Court Coordinator - chairs Operations committee meetings, provides direct oversight and some case management to participants, reports progress to the Court, facilitates all operations of the program including but not limited to data collection, reporting, grant management, docketing, contract management, direct supervision of Social Services Assistant, and maintenance of policies and procedures; 9.) Parenting in Recovery Director (Travis County Office of Health and Human Services and Veterans Service) - provides funding for housing, treatment, and other services to participants via federal grant funding, provides clinical substance abuse treatment expertise, and facilitates training for team members in the context of a community-wide collaboration for the safety and well-being of children through the treatment and intervention with their parents who have a substance abuse issues; 10.) Additional Service Providers include: a.) Communities for Recovery- provides consultation and information on recovery supports, provides peer recovery coaching services for program participants, and reports on participant compliance with these services to the Court; b.) Safe Place- provides information and consultation on domestic violence issues and services, works directly with participants who are experiencing domestic violence concerns, and reports on participant compliance with domestic violence services; c.) Austin Travis County Integral Care- contracts with the county for two full-time child therapists who provide comprehensive assessments, referrals, and therapeutic services for the children of drug court participants and update the FDTC team on the children's progress in those services and their recommendations regarding team response; d.) The Travis County Office of Child Representation- acts as the attorney ad litem for all children in the FDTC program so long as there is not an existing conflict of interest, represents the voice of the children and if the child is too young to voice their position to the Court, they provide a recommendation that is in the child's best interest; e.) Social Services Assistant (Travis County Health and Human Services and Veterans Service) - provides transportation for children to medical, developmental, and therapeutic appointments, supervises additional parent-child visits, documents contacts, and conducts some data entry. Provide the average caseload size for a full-time case manager/probation officer assigned to this project.

CPS caseworkers act as the primary case managers for the FDTC participants. There are two Family Based Safety Services (FBSS) CPS caseworkers assigned to the FDTC program who work with almost all of the parents, children, and families. While a family is working within the FBSS stage of service, the state does not have custody of the child(ren) but the child(ren) could be placed by Court order in the home of a relative or fictive kin. This is also referred to as a Court Ordered Services (COS) lawsuit and is the way that all FDTC lawsuits start. In the rare situation that the state takes custody of the child(ren) later due to a parent's unsafe parenting, continued substance abuse, or other compelling reason, the family is assigned a new CPS caseworker. This worker is a Conservatorship CPS caseworker who only works with parents who have a child(ren) in the temporary custody of the state of Texas. As of February 3, 2014 there were 33 participants (parents) in the program. The number of participants has ranged from

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approximately 28 to 34 parents for the past fiscal year. As of February 3, 2014, the two Family Based Safety Services CPS caseworkers were each serving 15-16 parents in the FDTC program. The Conservatorship CPS caseworker was only serving 2 parents of the FDTC program at this time.

Provide your project's policy on drug testing participants.

All participants are required to submit random drug tests in any form requested (hair, swab, urine, or ETG urine) at the request of the Court, Child Protective Services, or the Drug Court Coordinator. Participants are required to submit to kit/ instant tests immediately and tests at a contracted lab site within 24 hours of the request. Additionally, all participants are required to call the Drug Court Coordinator's voicemail on a schedule that is dependent on their current phase in the program. Participants in relapse phase, cautionary phase, phase I, or phase II of the program are required to call the voicemail every day. Participants in phase III or phase IV of the program are required to call every Monday, Wednesday, and Friday. Each day the voicemail will have recorded instructions for participants based on their assigned color (either yellow, orange, green, red, blue, or purple). For example, the voicemail could instruct all participants that are assigned the color "red" to submit a drug test that day. In this case all participants who had been assigned the color "red" would be required to submit the type of test requested on that day before the contracted labs close. If they do not submit a test as requested, participants are subject to sanctions at their next FDTC hearing. The drug testing color schedule is devised each month by the Drug Court Coordinator. All participants are asked to submit urinalysis tests at random on an average of once a week for phases I and II, relapse and cautionary phases and an average of twice a month for phases III and IV. If a participant wishes to dispute the result of a kit or instant test, they may do so by immediately going to submit another test at a contracted lab. If a participant wishes to dispute the result of a test conducted at a contracted lab, they may do so but must pay for the additional test with their own money. Participants are also required to submit a negative hair follicle test in order to advance to higher phases in the FDTC program. The hair follicle tests can detect drug use for approximately 90 days. Participants are also required to randomly submit ETG/ETS alcohol tests when they submit call-in system requested urinalysis tests. In these cases the contracted lab usually splits the urine sample for the additional test and the participant is not made aware of when they are being tested for alcohol in addition to the standard panel of drug tests. The ETG/ETS tests usually occur at least once a month for each participant but can occur much more often if the participant's drug of choice is alcohol or they have ever submitted a positive ETG/ETS alcohol test while in the FDTC program. The ETG/ETS test is utilized to detect alcohol use for up to the last 80 hours. The Court has also randomly tested participants for K2 or Spice, a synthetic form of marijuana, Ambien and other prescription drugs, and bath salts. Since these tests are more expensive, the Court usually only performs the tests when use of these substance is suspected or a few times a year at random. As with ETG/ETS alcohol tests, the lab splits the sample for the additional test and the participant is not informed before or during the submission of the sample that they are being tested for the additional substance. All participants are made aware before signing the FDTC contract to participate that they will be required to submit to random drug tests in any form and that they can be tested for any potentially addictive or illegal substances at any time.

Describe the process you will use to determine your project's effectiveness.

In order to determine the effectiveness of the project, the Family Drug Treatment Court will compare participants in the program to other parents with open CPS lawsuits who have substance abuse issues but are not involved in the program. The Parenting in Recovery program (described above as a member of the drug court team) is already implementing an evaluation which compares the participants in that program (which are all also participants in the Family Drug Treatment Court program) to a control group of parents who are not participating in the program but were referred to Child Protective Services in a similar manner for reasons of substance abuse issues. The Parenting in Recovery grant and evaluation encompasses a seven year time period (a period of five years plus a two year extension). Additionally, at the conclusion of the 7th year, the Parenting in Recovery program evaluator will have performed a comprehensive case study and cost analysis. In 2013, this evaluator, Dr. Sanna Thompson, a social work professor at the University of Texas at Austin, published an article entitled, "Parenting in Recovery Program: Participant Responses and Case Examples" in the Child Welfare professional journal published by the Child Welfare League of America (see "Child Welfare Journal Article on the Parenting in Recovery program" as an additional material uploaded with this application). Travis County has also prepared a management and information system that the Drug Court Coordinator began utilizing in October of 2009. This system tracks the progress and outcomes of program participants and those parents that were initially referred to the program but did not join. Additionally, all of the FDTC team members are committed to ongoing data collection and program evaluation as indicated in this FDTC Charter signed on August 18, 2010. Finally, it is the policy and continued plan for the Family Drug Treatment Court to follow participants who have commenced from the program (with their voluntary consent) for at least 6-12 months after their successful completion of the program to determine if there have been any further referrals to CPS for abuse or neglect, if any further referrals have been confirmed as Reason to Believe for abuse/ neglect, if any additional lawsuits have been filed by CPS, and if the parent has been arrested for any offense (drug related, violent, or other). The program obtains this recidivism and post-discharge data through self-report by the parents, Department of Public Safety criminal history checks, and CPS.

Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)

1093191

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)

The participants of the Family Drug Treatment Court (FDTC) program are supported by several funding sources in addition to the Office of the Governor. These additional funding sources do not include funding for drug court participants' treatment by the Department of State Health Services (listed below). One of these funding sources is the Parenting in Recovery (PIR) program. Although not all of the participants in the FDTC program are involved in the PIR program, all of the PIR program participants are involved in the FDTC program. (PIR only serves mothers and their children and the FDTC serves the entire family, including fathers.) The PIR program is funded by a \$3.5 million grant to Travis County Health and Human Services and Veterans Services (HHS/VS) from the federal government for a period of 7 years (5 years plus a 2 year extension). The majority of this funding is devoted to 90 days of inpatient substance abuse treatment and housing expenses for a period of up to 9 months. Funding also provides for one quarter of the salary of a housing case manager through a local non-profit organization called Foundation Communities and wrap-around supports for parents and children such as dental care, utility bill assistance, medications, psychiatric treatment, and other fees. Beginning in fiscal year 2012-2013, funding was also utilized for a full time attorney ad litem for the children of FDTC

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participants and second child therapist to serve the children (contracted through Austin Travis County Integral Care, ATCIC). Finally, funding covers the cost of the PIR evaluation (mentioned above) conducted by Dr. Sanna Thompson. As part of this grant, Travis County has a match requirement and this includes the salary and benefits for the Parenting in Recovery director (a full time Travis County position). Another funding source for the FDTC is The Children's Continuum (CC) grant program. The CC program is funded by a \$550,000 grant to Travis County HHS/VS from the federal government for a period of 3 years and grant funding is specifically for the children of the FDTC participants. The majority of this funding is devoted to two full-time positions, those of a child therapist and social services assistant. The funding is also utilized for specialized children's services that include but are not limited to art, music, equine, and recreational therapies, behavioral aides, pro-social skills groups, specialized therapy groups for children of parents with substance abuse issues, and parent/child mentors. Finally, funding provides for one quarter of a guardian ad litem position with Court Appointed Special Advocates (CASA) of Travis County and funding for a FDTC team member to attend the National Association of Drug Court Professionals (NADCP) Conference each year. Travis County also has a match requirement for this grant.

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.).

The Family Drug Treatment Court (FDTC) program utilized the funding of Parenting in Recovery (PIR, as described above), medical insurance (primarily Medicaid), Travis County funds, state funding through the Department of State Health Services (DSHS), and independent donations to unaffiliated treatment providers for participant's substance abuse treatment during the last fiscal year. Parenting in Recovery (PIR) provides all the mothers of the FDTC program with 90 days of inpatient substance abuse treatment at Austin Recovery funded by the federal grant. Travis County funds have been utilized for fathers who are participating in the FDTC program and who are assessed as needing inpatient treatment. This contracted treatment is also provided by Austin Recovery. DSHS provides participants with a continuum of treatment services, both inpatient and intensive outpatient treatments, from a variety of treatment providers in the community, including Austin Recovery and Developmental Counseling Center Inc. DSHS has also paid for participants to receive inpatient treatment out of county when Austin Recovery, the only state-funded inpatient facility in the county, is not the best-fit treatment provider for them. FDTC participants have accessed treatment, both inpatient and intensive outpatient, using their own insurance (which is most often Medicaid). Participants have attended inpatient treatment at the Right Step in Wimberley, Texas and the Seton Mind Institute in Austin, Texas utilizing their own health insurance plans. Finally, the Seton Mind Institute has donated intensive outpatient treatment funding through a philanthropic funding source of their own to some of the FDTC program participants who did not have health insurance that would allow them to engage in the Seton Mind Institute program. The FDTC plans to continue to use these and any other identified funding sources to meet participants' needs for substance abuse treatment. The FDTC strives to match the most appropriate and affordable treatment provider and funding source with each participant.

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

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Of the fees collected in your county, provide the amount that was directed to your project.

0

Describe how your project used those fees.

Not applicable. None of these fees have been directed to this project.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Specialty Court - Family	100.00	The FDTC identifies parents who are involved in the child welfare and civil court systems as a direct result of alleged abuse/neglect of their children and alleged alcohol and/or drug abuse. If these parents meet specific criteria and voluntarily elect to participate, they promptly receive ongoing judicial interaction and professionally recommended substance abuse treatment. The FDTC fosters the rehabilitation of participants, while also providing them with a sense of accountability for their actions. Court appearances and the intensity of services decrease as participants make progress through the phase structure. The FDTC team meets for a staffing prior to every FDTC docket to discuss treatment, services, sanctions, and incentives that are translated into the form of Court orders and the Judge's support and accountability of the individual participant. Participation in the FDTC program is also supported through case management, brokering of community resources, and a coordinated team approach. The program is comprised of 4 phases and is designed to last twelve to eighteen months. In summation, the FDTC activities include an integration of treatment services within the child welfare and civil court systems; comprehensive case management by multi-disciplinary professionals; early intervention and specialized treatment; comprehensive assessment; progressive treatment and other services tied to phase advancement; provision of incentives and sanctions in response to participant behaviors; frequent drug and alcohol testing; a specialized Court docket with a designated Judge who has frequent interaction with program participants; ongoing training and education of all team members; data collection and program evaluation; and collaborative planning among community organizations, agencies, and governmental entities.

Geographic Area:

The geographic area is Travis County, Texas.

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Target Audience:

Families who are under the jurisdiction of the Travis County District [Civil] Courts, whose children are placed at risk of abuse/ neglect by their parents' substance abuse or dependency, and who meet set eligibility criteria for the program are eligible for participation in the Travis County Family Drug Treatment Court program.

Gender:

Males and females.

Ages:

Parents of all ages.

Special Characteristics:

The Family Drug Treatment Court includes services to families with substance abuse/ dependency and co-occurring mental health problems. Additionally, the program gives preferential admission to families of children ages 0-5 because this group of children are most vulnerable and at the most critical stage in their development.

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	29	25
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	57	55
Number of people assessed for eligibility to participate in the program.	36	30

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of specialty court graduation (part time or full time).	14	9
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	0	2
Number of participants that successfully complete the program.	17	12

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Applications from local units of governments and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

All sub-contracts for professional services with Travis County will be properly monitored and governed by the Travis County Purchasing Policies and Procedures in accordance with state law. Travis County also monitors the activities of all sub-contractors for compliance by certifying that deliverables have been received prior to release of payment.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
 No
 N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
 No
 N/A

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Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2014

Enter the End Date [mm/dd/yyyy]:

9/30/2015

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

11886603

Enter the amount (\$) of State Grant Funds:

3306595

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

Yes

No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

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Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

James Swift; 700 Lavaca, Suite 420, Austin, Texas 78701; 512-854-6044

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. **Requirements for a Type III Entity:** Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

Not Applicable

Fiscal Capability Information

Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

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Select the appropriate response:

- Yes
- No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- Yes
- No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
- No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
- No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	Indirect Costs: This involves indirect cost of grant administration to include salaries and in-kind contributions of Travis County staff such as the Civil Courts administration, County Auditor's Office, Purchasing Office, and Commissioner's Court.	\$2,797.00	\$0.00	\$0.00	\$0.00	\$2,797.00	0
Personnel	Court Coordinator	Family Drug Treatment Court Coordinator: Personnel that is essential to the operations of the Family Drug Treatment Court (FDTC). This person manages random drug testing of program participants, supervises other staff associated with the program	\$71,582.00	\$0.00	\$0.00	\$0.00	\$71,582.00	100

		(specifically the social services assistant funded by another grant), maintains contact with FDTC team members, treatment providers, and case parties on an ongoing basis, and writes weekly reports to the Court regarding participants' progress. In addition this staff handles all administrative tasks for the program including facilitating committee meetings regarding program operations and pre-Court staffing sessions, creating the docket and scheduling Court hearings, documenting, maintaining and implementing policies and procedures, monitoring performance measures, tracking data, and reporting on outcomes. The Drug Court Coordinator conducts all other activities as necessary for the operations and management of the drug court program, including working with stakeholders to facilitate participants' acquisition of appropriate services, including those contracted with Travis County providers within the parameters of the policies and procedures of the county regarding contracts and purchasing. The Coordinator also facilitates community collaborations in the best interest of the participants and their children, acts as a spokesperson for the program in public settings and trainings, and attends all advisory committee meetings for the FDTC.						
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Laboratory Drug Testing Services: Contracted drug testing by local providers for the participants of the FDTC program to include testing via hair and urine samples. Testing includes but is not limited to tests for alcohol via ETG/ETS screening, tests for prescribed and illegal substances such as marijuana, PCP, opiates, benzodiazepines, barbiturates, cocaine, amphetamines, methamphetamines, and propoxyphene and tests for designer drugs such as K2/ Spice (synthetic marijuana) and bath salts.	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0
Travel and Training	In-State Incidentals and/or Mileage	In-state mileage reimbursement for the Drug Court Coordinator: This expense is for the cost of necessary travel by the Drug Court Coordinator to treatment facilities, participants' homes, meeting locations, community partners' offices, and other locations to conduct business for the drug court program. Mileage is reimbursed at the rate of	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0

		approximately \$0.565 per mile (or the current rate as set by the Travis County Commissioner's Court).							
Contractual and Professional Services	Interpreter-Related Services	Interpreter Services: This expense is for translation services for participants of the FDTC program who do not speak English or require sign-language interpretation services to speak with the Court or Court personnel.	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0	
Equipment	Laptop System and Accessories	Laptop System and Accessories: This expense is for a new laptop computer for the Drug Court Coordinator. This is a one time only expense.	\$1,978.37	\$0.00	\$0.00	\$0.00	\$1,978.37	1	
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Office Supplies: This expense includes provision of basic office supplies for the Drug Court Coordinator that may include but are not limited to paper, pens, staples, notebooks, calendars, certificates of achievement for participants, case file tab dividers, and other supplies.	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Project Specific Supplies: This expense includes supplies for the FDTC program to include but not limited to bus passes for participants who have transportation needs (100 passes at the rate of \$33 per 31 day pass = \$3,300) and drug testing kits to test participants on site at the Courthouse or in their home (1000 kits at the rate of \$3.20 per kit = \$3,200). This cost also includes \$1,000 for presentation and training materials to include but not limited to a library of DVD's, CD's, and books for use by team members as ongoing education, and for participants as assignments by the Court (usually to watch and write an essay on the material). This expense could also include professional journals and publications on drug court practices, child welfare, and child development for children ages 0-5. Fees and supplies for cross-disciplinary training could also be included.	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0	
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services: This expense will provide for contractual services with community based providers to include but not limited to assessment, treatment, trauma-informed care, peer recovery coaching services, counseling, parenting training, and/or other related services.	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0	

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$56,500.00	\$0.00	\$0.00	\$0.00	\$56,500.00
Equipment	\$1,978.37	\$0.00	\$0.00	\$0.00	\$1,978.37
Indirect Costs	\$2,797.00	\$0.00	\$0.00	\$0.00	\$2,797.00
Personnel	\$71,582.00	\$0.00	\$0.00	\$0.00	\$71,582.00
Supplies and Direct Operating Expenses	\$8,300.00	\$0.00	\$0.00	\$0.00	\$8,300.00
Travel and Training	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$142,657.37	\$0.00	\$0.00	\$0.00	\$142,657.37

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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Cooperative Working Agreement
Fiscal Year 2015
Travis County Family Drug Treatment Court and Child Protective Services

This is to certify that the objectives of the grant application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the objectives described in this application.

In addition, if the outside organization has personnel assigned to the grant-funded project, that agency certifies that it is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Part I: Applicant Organization

Travis County District / Civil Courts
Applicant's Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Samuel Biscoe/ County Judge
Printed Name and Title of Applicant's
Authorized Official

Signature of the Applicant's
Authorized Official

Date

Part II: Outside Organization

Department of Family and Protective Services/ Child Protective Services
Outside Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Shelia Brown/ Regional Director of Child Protective Services
Printed Name and Title of Outside
Organization's Authorized Official

Shelia Brown 1.17.14
Signature of the Outside
Organization's Authorized Official

Date

TRAVIS COUNTY RESOLUTION
FY 2015 Travis County Family Drug Treatment Court

WHEREAS, The Travis County Commissioner's Court finds it in the best interest of the citizens of Travis County, that the Family Drug Treatment Court be operated for the fiscal year 2015; and

WHEREAS, The Travis County Commissioner's Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, The Travis County Commissioner's Court assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The Travis County Commissioner's Court designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The Travis County Commissioner's Court approves submission of the grant application for the Family Drug Treatment Court to the Office of the Governor, Criminal Justice Division.

Signed by: _____
County Judge Samuel T. Biscoe

Passed and Approved this _____ day of February, 2014.

Grant Number: 1974708

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Travis County Family Drug Treatment Court Charter

Purpose

This charter is adopted by the Travis County Family Drug Treatment Court (FDTC) partners as a record of their unified mission and vision. It is intended to support the sustainability of the FDTC, promote accountability, and ensure consistency, as well as clarify roles and responsibilities of FDTC partners.

Introduction

The FDTC is a specialty court created to serve families who are already involved in the Child Protective Services (CPS) Court system due to substance abuse or dependence. It is designed to effectively help parents recover from substance abuse or dependence, guide them along the journey of recovery, and teach them to safely parent their children, thus reducing the incidence of child maltreatment.

History

The idea of a Family Drug Treatment Court program first took root in Travis County in 2005, when several individuals came together to discuss the possibility of forming a drug court to serve families involved in the CPS system. These individuals were moved by the fact that a significant number of child abuse and neglect lawsuits in Travis County involved substance abuse or dependence by at least one parent. Family Drug Court models in other jurisdictions showed that children whose parents were involved with a FDTC program spent less time in out-of-home care than children of parents who were not in a similar program. Data also showed that children of parents involved with FDTC were more likely to be reunified with their parents, and parents had higher rates of treatment completion than their non-FDTC counterparts.¹

In 2006, the FDTC founding members gathered a multi-disciplinary group of community partners, including judges, lawyers, social workers, child advocates, drug treatment providers, and other community service providers. These agencies researched the efforts of existing drug courts and met to create framework for the formation of a FDTC program in Travis County.

In 2007, grant-funding allowed for the hiring of a Drug Court Coordinator, provided start-up costs for the program, substance abuse treatment services, and housing and wrap-around services. The program began serving clients in February 2008 and as of June 7, 2010; the program has assisted 63 parents and 98 children with achieving safe, healthy, and sober lifestyles.

¹ Family Treatment Drug Court Evaluation / NPC research, March 2007, http://www.npcresearch.com/Files/FTDC_Evaluation_Final_Report.pdf

Mission. Vision. Values

The **mission** of the FDTC is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices.

The **vision** of FDTC is for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children.

FDTC values:

- The best place for a child is at home, free from abuse and neglect, with clean and sober parents.
- FDTC effectively addresses participants' drug and alcohol abuse.
- FDTC empowers parents to make responsible decisions, lead self-sufficient lifestyles, and engage as family advocates and mentors to other program participants.
- Participating families, partners, and systems are accountable to each other and the FDTC.
- FDTC provides a family-centered, strength-based, culturally competent, evidence-based service delivery system.
- FDTC provides families access to a continuum of professional and community-based supports that encourages them to reach their highest potential.
- FDTC partner entities practice mutual respect, understand their roles and responsibilities, share a goal of improving the lives of children and families, and willingly consider adapting policies and procedures to better serve participants.
- The FDTC provides interdisciplinary training to partners that helps them develop the knowledge and skills required to effectively address participants' needs while remaining sensitive to the cultural diversity of families and communities.
- Partners share appropriate and relevant information/data to ensure an effective system of service delivery.
- A continuous process of data collection, evaluation, and program improvement ensures sustainability of positive outcomes, effective methods of practice, and diversity of funding.
- FDTC contributes to a stronger community by collaborating with community providers to sustain healthy, contributing parents who are productive members of our community.

Membership

This Charter contemplates a variety of opportunities for individuals and organizations to participate in the continued sustainability of the Travis County Family Drug Treatment Court. Each level of participation is crucial to the success of the program.

The membership of FDTC will be comprised of two governing bodies: the Drug Court Team and the Advisory Committee.

Drug Court Team:

Members: The Drug Court Team (DCT) of the Family Drug Treatment Court will be made up of representatives who work directly with FDTC participants. The team will be comprised of representatives from the following entities: Travis County District Attorney's Office, Parent Attorney, Presiding Judge, Child Protective Services, Court Appointed Special Advocates (CASA), Substance Abuse Treatment, Housing, the Drug Court Coordinator, the Parenting In Recovery Project Director, and any other service provider as agreed upon by the DCT.

Purpose: The DCT of the FDTC will oversee the operations and procedures of FDTC through:

- **FDTC Staff Meeting**, held prior to each FDTC docket to review participant compliance with court orders and make recommendations for the hearing on sanctions, dismissals, phase advancement and graduation.
- **Family Drug Treatment Court Docket Review**, held weekly² to assess each participant's progress in FDTC.
- **Subcommittee of DCT – Case Management Team Meeting**, held bi-monthly to collaborate on FDTC participant service planning. The Case Management Team (CMT) is comprised of members designated by the DCT.
- **Operations Meeting**, held monthly to review, discuss, and adjust the implementation of FDTC procedures. Additional duties of this meeting are to: 1) create and dissolve subcommittees as deemed necessary; 2) submit policy recommendations to the FDTC Advisory Committee; 3) refer issues to the Advisory Committee for resolution when there is an absence of consensus on the DCT. The Drug Court Coordinator will facilitate Operations meetings.

Length of Participation: Members of the Drug Court Team will serve indefinitely except for the service providers (substance abuse, housing, etc.), whose representatives may be subject to rotation as determined by consensus of the Drug Court Team.

Advisory Committee:

Members³: The Advisory Committee of the Family Drug Treatment Court will be made up of a management/supervisory representative from each of the following entities: Travis County District Court, Travis County District Attorney's Office, CASA, Travis County Health and Human Services, Department of Family and Protective Services, Attorney (experienced in representing parents in the CPS system and familiar with FDTC), Substance Abuse treatment provider (rotated on an annual basis between community drug treatment

² FDTC is held weekly except on holidays and settlement week

³ Members of the Advisory Committee cannot directly serve (eg. by providing case management services, court representation, therapeutic services) an active FDTC participant during their membership

providers), two Community Representatives⁴ (rotated on an annual basis between community providers), and Drug Court Graduate and/or Family Representative⁵. Additionally, the Drug Court Coordinator will attend the Advisory Committee meetings to represent the Drug Court Team. The committee chair will be selected by committee members and will serve as chair for no more than two consecutive years. The committee meetings will be facilitated by a TCHHS/VS staff member who is not a voting member. The membership of this committee may be expanded by the agreement of a majority of the members.

Purpose: The Advisory Committee of the Family Drug Treatment Court will be responsible for the oversight and sustainability of the program. The Committee will:

- Approve FDTC policies
- Oversee sustainability efforts
- Monitor achievement of long-term goals
- Ensure an evaluation component
- Create and dissolve subcommittees

Length of Participation: Members of the Advisory Committee will serve indefinitely, with the exception of the Substance Abuse treatment provider and the Community Representatives. These positions will be subject to an annual rotation as determined by consensus of the advisory committee. Each member of the Advisory Committee may identify one person who may serve as their designated representative if they are unable to attend a meeting. This representative has the right to participate and vote in the Committee Member's absence. Annually the members of the Advisory Committee shall renew their commitment to the FDTC by reviewing, approving and signing this charter indicating their continued participation.

Meetings: The Advisory Committee will meet quarterly. Additional meetings may be called as needed or at the recommendation of the DCT and may be facilitated by phone, e-mail or other electronic means as is available to the membership. The first meeting of each year the Advisory Committee will select the decision-making process that will govern the committee for that year. The committee will utilize the principals of consensus decision-making⁶ as a guide for the process. Additionally, the committee will solicit input from community members that will inform their decision-making on issue areas impacting the FDTC.

⁴ Community Representative refers to individuals/agencies who provide support to FDTC participants, such as housing, mental health, employment/education, child care, and parent education.

⁵ Family Representative refers to an individual whose family member has been a participant in FDTC, or a parent or relative (fictive and kin) who has concluded involvement with Child Welfare and exposure to addiction and recovery.

⁶ Consensus decision-making is a group decision making process that not only seeks the agreement of most participants, but also the resolution or mitigation of minority objections. Consensus is usually defined as meaning both general agreement and the process of getting to such agreement.

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GOALS

The primary goals of the FDTC are equivalent to the 10 Key Components⁷ of drug courts within the context of a family drug court. Those Components are as follows:

- FDTC integrates alcohol and other drug treatment services with justice system case processing.⁸
- Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
- FDTC identifies participants early and places them in the drug court program promptly.
- FDTC provides access to a continuum of alcohol, drug, and other related treatment and rehabilitation services.
- FDTC monitors abstinence through frequent testing for alcohol and drug use.
- A coordinated strategy governs drug court responses to participants' compliance.
- Drug court participants receive essential ongoing judicial interaction.
- Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
- Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations.
- Forging partnerships among drug courts, public agencies, and community-based organizations generates local support and enhances drug court program effectiveness.

Evaluation

The FDTC is committed to collecting, maintaining, and utilizing data to improve the practice model. The FDTC will promote a sustained evaluation component as part of the program design.

The following criteria will be evaluated, assessed, and shared amongst the partners to be used as a tool to continually improve the FDTC:

- Self-sufficiency of participants
- Abstinence and law-abiding behavior
- Child safety
- Cost-benefit analysis

⁷ The 10 Key Components can be viewed in their entirety at <http://www.ojp.usdoj.gov/BJA/grant/DrugCourts/DefiningDC.pdf>

⁸ The justice system referenced in this Charter is specific to the civil process through which child welfare suits are litigated.

STATEMENT OF AGREEMENT

This charter is made and entered into as of the 18 day of August, 20 10, by and between the undersigned Partnering Agencies/Organizations ("Partners").

WHEREAS, the Partners desire for the FDTC to be supported and sustained by maintaining a unified mission and vision of the Partners as set forth in this charter, and

WHEREAS, all the below named Partners are in agreement with the mission and vision set forth in this charter,

NOW, THEREFORE, the parties agree that we have read and agree with the terms of this charter.

PARTNERS

The undersigned is authorized to sign this Statement of Agreement as a representative on behalf of their respective partnering agency/organization and have agreed to be committed to this charter.

Alice Bee 8/18/10
Signature Date

Laura Wolf 8/18/10
Signature Date

Judge, 126th J.D. Court
Name & Title

LAURA WOLF, EXECUTIVE DIRECTOR
Name & Title

Partnering Agency/Organization

CASA of Travis County
Partnering Agency/Organization

John 8/18/10
Signature Date

Bill Wigmore 8/18/10
Signature Date

John - Director
Name & Title

BILL WIGMORE, PRES./CFO
Name & Title

Travis Co Health & Human Services
Partnering Agency/Organization

AUSTIN Recovery
Partnering Agency/Organization

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Lara Woody 8/18/10

Signature

Date

Lara Woody Asst. Dist Atty

Name & Title

TRAVIS Co. Dist. Atty Off.

Partnering Agency/Organization

Sally E. Melant 8/18/10
for Shelia Brown

Signature

Date

*Sally E. Melant
CPS Program Administrator*

Name & Title

*Dept. of Protective and Regulatory Services
Region 07*

Partnering Agency/Organization

Signature

Date

Name & Title

Partnering Agency/Organization



TRAVIS COUNTY FY 13 GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	Criminal Justice Planning Department	
Contact Person/Title:	Roger Jefferies, County Executive, Justice and Public Safety Division	
Phone Number:	512-854-4759	

Grant Title:	Travis County Prostitution Prevention Program - Planning Grant		
Grant Period:	From: <input type="text" value="Jan 1, 2014"/>	To: <input type="text" value="Dec 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Texas Governor, Criminal Justice Division		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:	NA		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Operating:	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	CS	
County Attorney	<input checked="" type="checkbox"/>	N/A	

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Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ -	Applicable Departmental Measures				
1.	Number of Programs Planned	3	3 (Actual FY 12)	4 (Actual FY 13)	3
2.		0	0	0	0
3.		0	0	0	0
+ -	Measures for the Grant				
1.	Please see item 7 for contract scope of work.	0	0	0	0
	Outcome Impact Description				
2.	Develop plan for prostitution prevention program/specialty court.	NA	NA	NA	1
	Outcome Impact Description				
3.	Develop steering committee for the planning process.	NA	NA	NA	1
	Outcome Impact Description				

PBO Recommendation:

The Office of the Governor requested an updated Resolution to insert language that unused or misspent funds will be returned to the Governor's Office. Memo and update resolution are attached. PBO recommends approval.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

This is a new planning grant for FY 2014/2015.

This grant application is required by Senate Bill 484 which requires counties with a population over 200,000 to implement a prostitution prevention program. Travis County is proposing to contract with a professional facilitator to work with local stakeholders to study the problem of local prostitution crime and make recommendations on how to implement a specialty court for prostitution prevention in 2015. If funded, this planning work will be accomplished from January 2014 to December 2014. THIS GRANT APPLICATION REQUIRES A SECOND MANDATORY RESOLUTION FOR MISUSE OF GRANT FUNDS.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

The use of county funds are not anticipated at this time. Continued funding is anticipated from The Governor's Office, Criminal Justice Planning (421) Fund via legislative appropriations.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There are no match requirements associated with this grant.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

No.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

The Travis County Prostitution Prevention Program - Planning will be completed by December 2014. It is anticipated that Travis County will apply for continued funding in 2015 from the Texas Governor's Office, 421 Fund.

6. If this is a new program, please provide information why the County should expand into this area.

In the 2013, 83rd Texas legislative session, Senate Bill (SB) 484 was signed into law effective, September 1, 2013. Senate Bill (SB) 484 mandates that counties with populations over 200,000 must establish prostitution courts under specialty court statutes. These prostitution specialty courts can apply to those who are defendants charged under Section 43.02(a) (1) of the Texas Penal Code, in which the defendant offered or agreed to engage in or engaged in sexual conduct for a fee. The Travis County Commissioners Court in compliance with SB484, is requesting that \$40,000 funding for a 12-month planning grant in 2014 be provided by the Texas Governor's Office, 421 funding. The FY 2014 proposed planning grant will allow Travis County to work with a professional consultant to determine the needed data and steps to potentially implement an evidenced based prostitution prevention program in 2015.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Completion of the activities described below will function as a tool to measure the effectiveness of the planning process for this grant.

These planning activities will be absorbed by CJP planning staff. Current operations will not be affected. The activities described below will allow the department to work with and monitor the contractors performance.

- Create Steering Committee and meet once a month beginning January 2014 to December 2014 during planning phase of Travis County Prostitution Prevention Program and Specialty Court.
- The Steering Committee will select a subcontractor who will develop and design a written program implementation plan based on evidence based practices for specialty courts. Subcontractor will gain input from existing data, participation from prospective project partners, elected judges, the Office of Court Administration, Adult Probation and other Steering Committee experts. The written plan must be a detailed step-by-step document detailing who, what, where, when and how the program will be administered. A timeline and logic chart must be included.
- The Steering Committee will work with the subcontractor to select a validated assessment tool for use with program participants. It is suggested that the Texas Risk Assessment Survey (TRAS) for reentry be utilized. The TRAS - Pretrial Assessment is currently being used by pretrial officers and the TRAS - Probation assessment by Community Supervision and Corrections (Probation) Officers.
- The Steering Committee will work with the Travis County Office of Court Administration and the Travis County Criminal Justice Planning Department staff to design an evaluation component for the program.
- The Steering Committee will work with the subcontractor to write a policy and procedure manual for the program. This policy and procedure manual must be based on evidence based practices from other local, state and national prostitution specialty or drug courts. Subcontractor may obtain policy and procedure manuals from existing drug or prostitution courts for reference.
- The Steering Committee will work with the subcontractor to set-up and travel with a small group (no more than 8 attendees) to observe up to two existing Texas operated prostitution specialty courts. These site visits must take place no later than June 2014.
- The Steering Committee will work with the subcontractor to create a written list of funding sources/streams to continue efforts and sustainability of program efforts after 2014.



RECEIVED
14 FEB 11 9 44 AM
CRIMINAL JUSTICE PLANNING
Roger W. Jefferies, County Executive, Justice & Public Safety
P.O. Box 1748 Austin, Texas 78767
TRAVIS COUNTY PLANNING & BUDGET OFFICE
Phone (512) 854-4415 Fax (512) 854-4417

Criminal Justice Planning
Roger W. Jefferies
(512) 854-4415

Counseling & Education Services
Caryl Colburn
(512) 854-9540

Juvenile Public Defender
Kameron D. Johnson
(512) 854-4128

Date: February 5, 2014

To: Leslie Browder, County Executive, PBO
Jessica Rio, Budget Director, PBO
Katie Gipson, Senior Budget Analyst, PBO

From: Roger Jefferies, County Executive, JPS 

Subject: Grant Application to Governor's Office, Prostitution Prevention Program – 2014 Implementation Grant

The Governor's Office, Criminal Justice Division (CJD) has requested a second grant resolution for the pending Prostitution Prevention Program submitted by Travis County Criminal Justice Planning in October 2013. This second mandatory grant resolution covers repayment of grant funding for any misuse of CJD funds. This letter is to request that PBO please submit the written agenda request to the Commissioners Court. The resolution is attached.

I understand that the grant application is currently being reviewed by the CJD Chief of Staff and that we should hear about funding in the next two weeks.

For the agenda request, a summary of the Prostitution Prevention Program project follows:

In the 2013, 83rd legislative session, Senate Bill (SB) 484 was signed into law effective September 1, 2013. This new law mandates that counties with populations over 200,000 must establish prostitution courts under specialty court statutes. These prostitution specialty courts can apply to those defendants charged under Section 43.02 of the Texas Penal Code, in which the defendant offered to or agreed to engage in sexual conduct for a fee.

The proposed grant application is for \$40,000 for an 8-month planning grant. The planning grant will establish a steering committee with multiple Travis County stakeholders who will work with a professional consultant to determine the need for and steps necessary to potentially implement an evidence-based prostitution specialty court in 2015.

Thank you for your assistance.

Attachment

c: Kimberly Pierce, Planning Manager, CJP

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RESOLUTION

PROSTITUTION PREVENTION PROGRAM – 2014 PLANNING GRANT

WHEREAS, The Travis County Commissioners Court finds it in the best interest of the citizens of Travis County that the Prostitution Prevention Program - 2014 Planning Grant be operated for 2014: and

WHEREAS, Travis County Commissioners Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, Travis County Commissioners Court assures that the funds will be returned to the Office of the Governor, Criminal Justice Division in full.

WHEREAS, Travis County Commissioners Court designates Honorable Samuel Biscoe, Travis County Judge as the grantee's authorized official. The authorized official is given the power to apply for, reject or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Travis County Commissioners Court approves submission of the grant application for the Prostitution Prevention Program – 2014 Planning Grant to the Office of the Governor, Criminal Justice Division.

Signed by: _____
County Judge Samuel T. Biscoe

Passed and Approved this _____(day) of February (Month), 2014 (Year)

Grant Number: 2750301



TRAVIS COUNTY FY 13 GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input checked="" type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	512-854-7046	

Grant Title:	A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards		
Grant Period:	From: <input type="text" value="Apr 1, 2013"/>	To: <input type="text" value="Sep 30, 2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	National Council on Crime and Delinquency		
Will County provide grant funds to a sub-recipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through from another agency? If yes, list originating agency below.	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:	United States Department of Justice		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Operating:	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 100,000
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 100,000
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 0	\$ 0	\$ 0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	RP	
County Attorney	<input checked="" type="checkbox"/>	BW	

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ -	Applicable Departmental Measures				
1.	Number of staff members receiving comprehensive training on PREA standards	n/a	n/a	220	220
2.	Number of residents receiving orientation training.	n/a	n/a	1903	1960
3.	Number of residents from ISC and Halfway House participating in interactive workshops	n/a	n/a	268	276
4.	Percentage of new employees screened using screening tool purchased through grant	n/a	n/a	100	100
+ -	Measures for the Grant				
1.	Number of staff members receiving comprehensive training on PREA standards	n/a	n/a	220	220
Outcome Impact Description		To strengthen staff's ability to identify signs of potential sexual misconduct, prevent sexual abuse, and offer support to residents to ensure compliance with PREA standards.			
2.	Number of residents receiving orientation training.	n/a	n/a	268	276
Outcome Impact Description		Every juvenile starting detention and the Intermediate Sanction Center will be informed on ways to identify and prevent sexual abuse.			
3.	Number of residents from ISC and Halfway House participating in interactive workshops	n/a	n/a	268	276
Outcome Impact Description		Continued education will help the Intermediate Sanctions Center resident identify, prevent and address sexual abuse.			
4.	Percentage of new hired screened using screening tool purchased through grant	n/a	n/a	100	100
Outcome Impact Description		All newly hired staff will be screened on potential boundary issues or sexual misconduct that would indicate that they are not appropriate to work in direct care of incarcerated juveniles.			

PBO Recommendation:

The Juvenile Probation Department seeks Commissioners Court approval to amend the continuation grant from the National PREA Resource Center to extend the program: A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards. The six-month, no-cost extension will allow the program to close on September 30, 2014, instead of March 30, 2014.

This program provides training and tools to promote compliance with the Prison Rape Elimination Act (PREA).

The grant does not have an indirect cost allocation, and no county match is required.

PBO recommends approval of this grant amendment.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing one?

The goal of this program is to create a sustainable system of training for staff members and education for residents in order to comply with Prison Rape Elimination Act (PREA) standards. This grant fits into the current activities of the department since PREA compliance is mandatory for the department. This will be a new program.

*This contract has been amended to include a six month no-cost extension. Grant activities may continue until 9/30/2014.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

There are no long term County funding requirements of the grant. However, after grant funds are exhausted TCJPD will still need to meet PREA compliance. If necessary, internal and external funds will be sought in order to meet compliance.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

No match is required.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

No indirect costs are requested.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination of the grant funding: Yes or No? If No, what is the proposed funding mechanism: (1) Request additional funding or (2) Use departmental resources. If (2), provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

This program will not end upon termination of grant funding. The training and education proposed will be sustainable without additional funding from the County. Departmental resources, such as staff time, will be used to continue the activities of the grant. TCJPD will seek internal and external funds as necessary to continue to meet PREA standards.

6. If this is a new program, please provide information why the County should expand into this area.

PREA standards became mandatory in 2012 and will begin to be audited in 2013.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

This program will ensure that staff members are well trained and can address the standards of PREA. It will ensure residents are educated about sexual misconduct and are able to identify and respond to it. It will enable TCJPD to screen out candidates with potential boundary issues or sexual misconduct. It will enable TCJPD to fully comply with PREA standards.



TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

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ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

FROM:

Signature for Estela P. Medina

Estela P. Medina
Chief Juvenile Probation Officer

THROUGH:

Signature of Maya Duff

Maya Duff
Grant Coordinator

SUBJECT: Approval of Grant Award Contract for A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards from the National Council on Crime and Delinquency

DATE: February 10, 2014

The Travis County Juvenile Probation Department has been awarded an amendment to the contract from the National Council on Crime and Delinquency. This amendment provides A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA with a six month no-cost extension. The program's closing date will now end on 9/30/2014 instead of 3/31/2014.

The goal of A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards is to build upon current organizational strengths to establish an organizational climate that understands and promotes compliance with the Prison Rape Elimination Act (PREA). Funding will be used for staff training, resident education, program monitoring, and an employee screening tool.

Please review this item and place it on the **February 25th** Commissioner's Court Agenda for their consideration and signature.

If you have any questions, please contact Maya Duff at 512-854-7046.

CC: Jennifer Kraber
Rhett Perry
Britt Canary
Darryl Beatty
Sylvia Mendoza
Grant File

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Amendment #1 to Grant #14203

This is an amendment to Grant #14203 (aka Master Agreement) between Travis County Juvenile Probation Department (Grantee) and the National Council on Crime and Delinquency (NCCD).

A. Term: The period of performance for work under this contract is amended to be completed no later than September 30, 2014.

All other terms and conditions of this agreement remain in full force and effect.

In witness thereof, the parties have executed this amendment effective as of last date signed.

Travis County

National Council on Crime and Delinquency

Alexander Busansky
President

Date

Date

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